
OFFICE OF GOVERNOR RONNIE MUSGROVE
INTEROFFICE MEMORANDUM

TO: GOVERNOR
FROM: RILEY
SUBJECT: EDUCATION RELATED MEETINGS AND LUNCHES
DATE: 8/23/02
CC: FILE

Lunch meeting with Mark Musick: During your conference call with Mark last week you told him you'd like him to come over for a lunch meeting to talk about SREB activities during the next year. Jill and I have tentatively scheduled this for 12:00 on Tuesday, September 10. This date works for Mark. Can I confirm this date with Jill?

Yes _____

No _____

You speak at SREB Institute on Teaching and Mentoring: This is the SREB doctoral students event in Arlington, VA, that Mark mentioned to you last Friday and you told me to check your availability. Mark has suggested your presiding at the lunch and plenary session on Friday, October 25, from 12:00-2:30. Mark sees several benefits of your being there: 700 people will be in attendance; this is the session that you will be inviting key persons to attend and host tables, so you can invite them to join you; Friday mid-day is likely one of the best times for press coverage; and, you could benefit from the contact with the Rockefeller Foundation staff (would be presenting during the plenary session). Your calendar is free for Friday, October 25. I've asked Jill to put a tentative hold on the date for this event. Do you want to participate in the 12:00-2:30 session in Arlington?

Yes _____

No _____

JMG Quarterly Board Meeting: The JMG board needs to meet in September. I have a tentative hold on Monday afternoon, September 30, at 3:30 p.m. You could go in, convene meeting and then leave if you needed to. May I confirm this time with Jill?

Yes _____

No _____

Community College Luncheon: This event was scheduled while I was out this summer, but had to be rescheduled (the community colleges were never notified). I'm trying to reschedule the luncheon for you and your schedule is pretty full in September and October. I have asked Jill to tentatively schedule the luncheon for Friday, September 20 because the State Board for Community and Junior Colleges meets that day. I thought it would be a good idea to invite the presidents and the board members (i.e., kill 2 birds

with one stone). I will be in Washington on the Following the Leaders grant, but Lee Ann, Armerita or Boyd can staff you. I've checked with Cora and this date works at the mansion. Can we confirm September 20?

Yes _____

No _____

Do you want to invite the Board and the Community College presidents?

Yes _____

No – just Board _____

No – just Presidents _____

IHL Luncheon: This event was also scheduled while I was out this summer, but had to be rescheduled, so I'm trying to reschedule the luncheon. I have asked Jill to tentatively schedule the luncheon for Monday, September 30. As with the community colleges, I thought it would be a good idea to invite the presidents and the board members (i.e., kill 2 birds with one stone). I've checked with Cora and this date works at the mansion. Can we confirm September 30?

Yes _____

No _____

Do you want to invite the Board and the IHL presidents?

Yes _____

No – just Board _____

No – just Presidents _____

Regular Monthly Meeting with Education Leaders: You've indicated that you want to start meeting on a regular basis with the 3 education leaders. Do you want to have one breakfast meeting with all three of them or three separate breakfast meetings? One joint meeting could help us to build a united K-16 approach/attitude among them and it takes up less of your time.

1 joint meeting _____

3 separate meetings _____

All 3 education agencies hold their monthly meetings during the third week of the month. I am proposing that you meet with Dr. Johnson, Dr. Stonecypher and Commissioner Layzell during the fourth week of each month so that they can give you board meeting reports. You are tentatively scheduled to be in Princeton at ETS the 4th Tuesday of September (September 24), so I'd have to find a different time for September. Assuming you want one joint meeting, can I schedule the meeting for the 4th Tuesday of every month?

Yes _____

No _____