

**FFEA MIDDLE SCHOOL
COMMITTEE REPORT FORM**

Date: _____

Report from _____ Committee

Committee Members Present: _____

Committee Members Absent: _____

Purpose of Meeting: _____

Results of Meeting: _____

Signed by: _____ (Committee Recorder)
_____ (Chairperson)

“I move that this report be accepted.” (or)

“As a result of the committee’s recommendations, I move...”

(Specific wording of the motion) _____

