Social Studies Dept.
Mr. Beard

Name: _____ Subject:Social Studies

Color/Block/Class_____Date_____

Government Meeting Documentation Form

Name of organization or government agency-_____

Date and Time of attendance-_____

Describe the setting where the meeting took place. The actual meeting room layout (chairs, pictures, seating arrangement of officials-who calls to order...)

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What was the topic of the meeting? What specifics were covered while you were in attendance? Did you take away any insights or ideas about local government from the meeting? Be specific in your description here as it counts as your half page summary. Must be a half page or you lose points for this section. Attach the signed paper from the meeting with this documentation form on top.

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