

AGENDA
FACILITIES COMMITTEE
October 12th, 2009
Boardroom
3:30PM-6:00PM

3:30pm-3:40pm Overview of Previous Meeting, Questions, Rumors, Norms
- Justin Silverstein

3:45pm-4:45pm Small group discussion of DRAFT options
- Justin Silverstein
- Co-Chairs: Phillip Infelise, Bob West

Break

5:00pm-5:30pm Small group cross reporting of discussion
- Justin Silverstein
- Co-Chairs: Phillip Infelise, Bob West

5:30pm-5:50pm Report back to the entire committee
- Justin Silverstein
- Co-Chairs: Phillip Infelise, Bob West

5:50pm-6:00pm Discussion on Next Steps
- Justin Silverstein

Future Committee Meetings:

Monday, October 26	3:30pm-6:00pm	Education Center, Board Room
Monday, November 30	3:30pm-6:00pm	Education Center, Board Room
Monday, December 14	3:30pm-6:00pm	Education Center, Board Room

November Public Forums

Wednesday, November 11	6:00 – 7:30 p.m.	Alameda HS, Auditorium
Saturday, November 14	9:00 – 10:30 a.m.	Manning School, Auditorium
Monday, November 16	6:00 – 7:30 p.m.	Summit Ridge MS, Auditorium
Wednesday, November 18	6:00 – 7:30 p.m.	Pomona HS, Auditorium

Briefings to Board of Education

Thursday, November 5, 2009	5:00 – 6:00 p.m.	Education Center, Seminar Rm.
Thursday, January 14, 2010	5:00 – 6:00 p.m.	Education Center, Seminar Rm.

FACILITIES USAGE COMMITTEE

COMMITTEE NORMS

Meetings

1. We will start and end meetings on time.
2. Please come to meetings prepared. Please review packets and e-mails sent to you prior to the meeting. These will include the agenda and materials for the upcoming meetings.
3. Please turn off ringer of cell phones during the meetings.
4. Feel free to take breaks as needed.
5. A summary of key points will be made at the end of each meeting.

Discussion

1. Respect confidentiality of individual's ideas. Meeting notes will summarize discussions without identifying specific remarks to participants; the same is expected of committee members outside the meeting.
2. Please focus on the person who has the floor, as designated by one of the co-chairs. Please no sidebar discussions.
3. Listen fully before reacting to another committee member's comments. Keep in mind that everyone has different levels of experience on these topics and different experience in public speaking.
4. Be respectful of all ideas and questions.
5. Presume positive intent.
6. Everyone is encouraged to participate.
7. No such thing as a dumb idea or comment.
8. Try to be clear when the group is brainstorming ideas vs. evaluating ideas.
9. Lay down all personal interests and keep the interests of **ALL** students first.

Public Interaction

1. Respect other committee members' confidentiality.
2. The chair people will be responsible for "official" committee communications to the public and press.
3. The committee will provide members with common language in which to respond to public questions.
4. Materials related to proposed alternatives should be utilized and given in full context of the committee discussion; the same is expected of committee members outside the meeting.
5. Outside discussions should focus on the fact the group is coming up with ideas and recommendations.