

# AGENDA

Meeting title: Planning & Guidance Committee (PGC)

Date: Monday, April 13, 2015

Time: 3:00-5:00

Location: Board Room, DO

## GROUP EXPECTATIONS:

- Foster inclusiveness - Ensure all voices are heard
- One person speaks at a time– allow the speaker to finish – avoid sidebars
- Respect other perspectives; seek first to understand
- Positive presuppositions
- Keep moving forward
- Work towards consensus - use “Fist to Five”
- Have assigned roles for meetings (e.g. timekeeper, recorder, etc.)
- Be transparent – full disclosure of thoughts in meeting

### *Before/After Meeting:*

- Let the facilitator know if you must be late or leave meeting early
- Follow through on commitments; Respond to emails in a timely fashion

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| <b>3:00-3:20</b> | Summary review of Ed Master Plan Activities to date | Daniel (MIG) |
| <b>3:20-4:20</b> | Review Draft Summary Documents                      | Daniel (MIG) |
| <b>4:20-5:00</b> | Next steps  | Daniel/All   |

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**Next PGC Meeting: June 9th**