

Equity Task Force Committee Meeting
March 8, 2011
6:30 – 7:30 PM
District Office Conference Room

<u>NORMS</u>	<u>AGENDA</u>
<p><u>Before the Meeting</u></p> <ul style="list-style-type: none"> * <i>Publish the agenda</i> <ul style="list-style-type: none"> - <i>Clearly state the purpose of the meeting</i> <p><i>Plan in advance by Meeting Facilitator</i></p> <ul style="list-style-type: none"> * <i>Who is making decisions at the meeting?</i> * <i>What are the parameters of the meeting?</i> * <i>What strategies are going to be used to facilitate input and engage participants?</i> <p><u>During the Meeting</u></p> <ul style="list-style-type: none"> * <i>Equity of Voice</i> * <i>Active Listening</i> * <i>Safety to Share all Perspectives</i> * <i>Start on Time and End on Time</i> * <i>Other Norms As Agreed Upon</i> <p>* <i>Assign roles of Note-taker, Facilitator, and Time Keeper</i></p> <p><u>After the Meeting</u></p> <ul style="list-style-type: none"> * <i>Email a summary of the meeting along with next steps to the participants</i> * <i>What was discussed?</i> * <i>What was decided?</i> * <i>What are the next steps?</i> <ul style="list-style-type: none"> - <i>Who is responsible for the work?</i> - <i>When is it due?</i> 	<ol style="list-style-type: none"> 1. Opening Business <ol style="list-style-type: none"> a. Call to Order b. Roll Call 2. Public Comment Period for Persons to Address the Committee on Matters not on the Agenda 3. Old business <ol style="list-style-type: none"> a. Approve February 16, 2011 minutes b. Continue discussion of alternatives to current donation practices 4. New business <ol style="list-style-type: none"> a. Discuss extensions to core programs b. Develop outline for the upcoming Board Report 5. For the good of the order 6. Adjourn <p>Future Meeting Dates:</p> <p>March 15 Board of Education Presentation</p>

Timekeeper: _____

Facilitator: _____