

Meeting 1

**Date:** November 20, 2019

**Time:** 4:30 – 6:30 p.m.

**Location:** Resource Center, Hughes Room

**Address:** 16250 NE 74th Street Redmond

Agenda

Time	Topic	Purpose	Lead
4:30 – 5:10 p.m.	Welcome, introductions and overview of the challenge	<ul style="list-style-type: none"> <li>• Housekeeping</li> <li>• Learn why the committee was formed</li> <li>• Understand current facilities challenges the District is facing</li> <li>• Learn who's in the room</li> </ul>	Penny Mabie, EnviroIssues facilitator Dr. Jane Stavem, Superintendent Facilities Advisory Committee (FAC)
5:10 – 5:40 p.m.	Long-term facilities planning context	<ul style="list-style-type: none"> <li>• Review previous community-based facilities planning work including               <ul style="list-style-type: none"> <li>○ Long-Term Facilities Task Force (LTFTF)</li> <li>○ Bond Advisory Committee (BAC)</li> </ul> </li> <li>• District's response to recommendations</li> <li>• Current status</li> </ul>	Barbara Posthumous, Associate Superintendent, Business and Support Services
<b>S - t - r - e - t - c - h   B - r - e - a - k!</b>			
5:41 – 6:00 p.m.	Charter	<ul style="list-style-type: none"> <li>• Review and discuss draft charter</li> <li>• Come to agreement on adopting charter</li> </ul>	Penny Mabie
6:00 – 6:15 p.m.	Work plan	<ul style="list-style-type: none"> <li>• Review work plan</li> <li>• Committee process practice (Recommendation K)</li> <li>• Discuss and validate community feedback timing and topics</li> </ul>	Penny Mabie

<b>6:15 – 6:25 p.m.</b>	<b>Working values</b>	<ul style="list-style-type: none"> <li>• Review working values from LTFTF</li> <li>• Determine if values are still valid to guide FAC work</li> </ul>	Penny Mabie FAC
<b>6:25 – 6:30 p.m.</b>	<b>Wrap up</b>	<ul style="list-style-type: none"> <li>• Review action items</li> <li>• Next meeting, December 19 at Lake Washington High School</li> </ul>	Penny Mabie

### Ground Rules – DRAFT

- Start / end on time
- Silence electronics
- Ask questions of each other for the purposes of gaining clarity and understanding
- Express yourself in terms of your needs and interests and the outcomes you wish to achieve
- Listen respectfully, and sincerely try to understand the other person's needs and interests
- Demonstrate curiosity and willingness to learn

### Acronyms

FAC – Facilities Advisory Committee  
 LWSD – Lake Washington School District  
 LTFTF – Long-term Facilities Task Force  
 BAC – Bond Advisory Committee