

Enrollment and Capacity Management Advisory Committee
 Orientation & Meeting Agenda
 September 23, 2019 6:30 PM – 9:00 PM
 Educational Service Center – Forum Room
 Facilitator: Ron Meyer

*The **purpose** of the Enrollment and Capacity Management Advisory Committee (ECMAC) is to increase community trust in long-range planning for enrollment and building use. The ECMAC will analyze information affecting enrollment, capacity, and building use, and generate observations and recommendations to be communicated to district administration.*

In order to facilitate our work together, we agree to the following **protocols**:

- represent the work of the ECMAC when communicating with others;
- share concerns directly with the person involved if a communication or relationship breakdown occurs;
- listen for understanding and contribute individual perspectives and interests openly;
- fully engage in the ECMAC work; and
- begin and end on time unless we agree to revise.

Outcomes: As a result of our meeting tonight, ECMAC members will:

1. continue to get to know each other and begin to create a sense of cohesion and trust as a group;
2. understand the implications of moving the STEM program from Weaver Lake Elementary to Oak View Elementary as proposed in “Option C” of ECMAC’s work from the 2018-19 school year
3. be informed about the school board direction regarding capacity calculations
4. be informed about the communication plan that was developed over the summer

Agenda Item	Binder Materials
Welcome and Introductions <i>Your name, connection to the school district?</i>	1. Agenda 2. ECMAC Evaluation Response from 9.16.19
Protocols & Framework	
Magnet Schools of America STEM Program Relocation Evaluation	3. STEM Program Move: Potential Impact Analysis 4. Magnet Schools of America PPT Presentation for ECMAC
District Building Capacity Calculation	5. Capacity Calculation – Target VS Actual 6. Actual Average Class Size
Communication Plan	
Check out & Evaluation	7. Evaluation form

Wi-Fi access: *Osseo-Public*