

## Enrollment and Capacity Management Advisory Committee Agenda

April 29, 2019 6:30 PM – 8:30 PM

Location: Education Services Center

Facilitator: Patricia Magnuson and Ron Meyer

*The **purpose** of the Enrollment and Capacity Management Advisory Committee (ECMAC) is 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. give feedback on communication needs and strategies; and
2. review and give feedback on final draft of SOP

| Agenda Item                          | Binder Materials  |
|--------------------------------------|---|
| Welcome and Introductions (at table) | 1. Agenda<br>2. ECMAC Evaluation Responses from 4.15.19 |
| Communication Plan                   |   |
| Summary of Progress – Final Review   | 3. 2019 Summary of Progress                             |
| Team Picture                         |   |
| Check out & Evaluation               | 4. 4.29.19 Meeting evaluation                           |

Wi-Fi access: *Osseo-Public*