

Enrollment and Capacity Management Advisory Committee Agenda

January 23, 2017 6:30 PM – 9:00 PM

Educational Services Center – Forum Room

Facilitator: Patricia Magnuson

*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**:

- adhere to Guiding Principles identified in the Enrollment and Capacity Management Framework;
- 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. provide feedback on draft FY2017 ECMAC “Analysis, Observations and Possible Action” document, and
2. understand and commit to next steps.

Agenda Item	Binder Materials
Welcome and Introductions	
Agenda/materials review	1. Agenda – yellow 2. Evaluation Responses from 12.12.16 – pink 3. Notes from last meeting - white - Responses to prompts - Reactions to Enrollment Center stories - Revised capture rate and charter school data
Overview of draft FY2017 ECMAC reporting document	ECMAC Analysis, Observations, Possible Action
Table work	
Break	
Table reports	
Next steps	FY2018 ECMAC Meeting Schedule REVISED meeting schedule (note subcmte meeting)
Check out and evaluation	Evaluation form – blue

Wi-Fi access *Osseo-Public*

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