

CCC Meeting Agenda:

April 9, 2019 (District Office Multi-Purpose Room)

3:30 p.m. – 4:30 p.m.

New Business

5 minutes

- Review minutes from February

5 minutes

- Discuss what we have observed with communication since the last meeting.
 - What was noticed on the District social media in the past month?

10 minutes

- Review discussion from February meeting:
 - Discuss how to define use of various District tools such as FamilyID, Blackboard, Parent Portal, Website, Mobile App

20 minutes

- Discuss what specific recommendations may help the website to be more accessible.

10 minutes

- Discuss what changes can be made to the calendars to make them more effective

5 minutes

- Discuss paper flyers

5 minutes

- Plan date for next meeting

EFFECTIVE COLLABORATION NORMS AND GUIDELINES

Suspend Certainty:

- Remain open minded.
- Commit to big picture, not personal interest. Inquire into the ideas of others before advocating for one's idea.
- Putting all ideas on the table, this creates meaningful dialogue and discussion.
- Presume positive intentions of each member, this can prevent unintentional put-downs.

Respectful Responses:

- Putting all ideas on the table, this creates meaningful dialogue and discussion.
- Presume positive intentions of each member, this can prevent unintentional put-downs.
- Pause before responding to enhance dialogue and decision making.
- Pay attention to self and others, be aware of what you are saying and how it is said as well as how others are responding.
- Paraphrase to indicate that you are an active participant and understand the conversation.
- Encourage a spirit of inquiry, balance advocacy with inquiry, so as not to rush to decision making nor leave issues without closure.