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Accelerating decision-making with dynamic group processes and state-of-the-art systems.

**Elmsford Union Free School District
Facilities Planning
Spring 2010**

Objective:

- Complete and submit a formal report of facilities recommendations for consideration to the Superintendent of Schools and the Board of Education of the Elmsford Union Free School District.

Meeting #1 agenda:

5:00 p.m.	Welcome and introductions
5:15 p.m.	Dixson walk through and around
6:15 p.m.	Dinner
6:45 p.m.	The Superintendent will articulate the committee's goal and the scope of work to be accomplished. Questions and clarification.
7:00 p.m.	Review of NYSED facilities planning process. Clarification re: how this committee's work relates to that process.
7:15 p.m.	Know-Wonder: <ul style="list-style-type: none"> • <i>Know</i>: What do we know? What information do we have? • <i>Wonder</i>: What information do we need? What else do we need to know?
8:45 p.m.	Research and presentation plan: <ul style="list-style-type: none"> • From the brainstorm, agree to the information we need researched and/or presented in order for the Facilities Task Force to complete its charge. • Identify who will complete the research and/or present the required information.
9:15 p.m.	Schedule remaining meetings.
9:30 p.m.	Adjourn

Meeting #2 agenda:

5:00 p.m.	Welcome, review of committee's goal and progress
5:15 p.m.	Informational presentations
6:00 p.m.	Dinner

6:30 p.m.	Grady and Hamilton walk through
8:00 p.m.	Informational presentations
8:30 p.m.	Draft decision criteria
9:30 p.m.	Adjourn

Meeting #3 agenda:

5:00 p.m.	Welcome, review of committee's goal and progress
5:15 p.m.	Informational presentations
6:00 p.m.	Dinner
6:30 p.m.	Finalize and rate decision criteria using Prism's Group Decision Support System
8:00 p.m.	Draft facilities plan scenarios
9:00 p.m.	Identify research or action items to be completed for next meeting
9:30 p.m.	Adjourn

Meeting #4 agenda:

5:00 p.m.	Welcome, review of committee's goal and progress
5:15 p.m.	Informational presentations
6:00 p.m.	Dinner
6:30 p.m.	Finalize facilities plan scenarios
9:00 p.m.	Identify research or action items to be completed for next meeting
9:30 p.m.	Adjourn

Meeting #5 agenda:

5:00 p.m.	Welcome, review of committee's goal and progress
5:15 p.m.	Informational presentations
6:00 p.m.	Dinner
6:30 p.m.	Assess facilities plan scenarios against weighted decision criteria using Prism's Group Decision Support System
9:00 p.m.	Reach consensus support for recommendations to the Board of Education
9:30 p.m.	Adjourn

Meeting #6 agenda:

5:00 p.m.	Welcome, review of committee's goal and progress
5:15 p.m.	If necessary, reach consensus support for recommendations to the Board of Education
6:00 p.m.	Dinner
6:30 p.m.	Prepare presentation to the Board of Education
7:45 p.m.	Finalize the presentation to the BOE
8:30 p.m.	Rehearse the presentation to the BOE
9:30 p.m.	Adjourn