

Guidelines for Respectful Meetings 10 minutes	<ul style="list-style-type: none"> ○ Present ○ Q & A and Discussion ○ Check for agreement 	Roselyn	Handout Guidelines
Next Meeting 5 minutes	<ul style="list-style-type: none"> ○ Proposed meeting schedule ○ Propose agenda ○ Check for agreement 	Roselyn	Proposed meeting schedule Chart proposed agenda
Meeting evaluation & adjournment 5 minutes	<ul style="list-style-type: none"> ○ What worked well in this meeting? ○ What do we need to do better? ○ Adjourn 	Roselyn	Chart

DRAFT 4/1/05