



Maine Regional School Unit 21
The Schools of Arundel, Kennebunk, and Kennebunkport

"Preparing responsible, contributing citizens in a global society."

Kathryn M. Hawes, Ph.D., Superintendent of Schools
Bruce A. Rudolph, Business Administrator

Phillip J. Potenziano, Ed.D., Assistant Superintendent of Schools
Susan L. Martin, Director of Special Services

Master Facilities Committee
Agenda
October 14, 2015

Purpose:

To review the current use of facilities in the RSU and make recommendations to the School Board of Directors in regards to facilities usage for a five year Strategic Plan.

Intended outcome:

To make a recommendation to the School Board of Directors for the usage of facilities for the five-year strategic plan by May 2016.

Facilitators Role:

- Prepare for the meeting with agenda, materials etc.
- Write and communicate agenda in advance
- Maintain group focus
- Record decisions and action points
- Evaluate communication of the group and share observations
- Review group norms each meeting and hold the group to the agreed norms
- Encourage active agreement so all voices are heard
- Provide protocols and structures that move the group toward a decision
- To state purpose and intended outcome of each meeting so there is a common goal for each meeting
- Circulate notes and agendas as appropriate

Introductions: Building Relationships

1. Please introduce yourself and the role you play in the district (children, profession, hobbies etc.)
2. Our Organization..... (What is the first word that comes to you?)
3. What is strength of the Organization?
4. If you could wave a wish wand for the organization, what would you ask for?

The Basketball Illusion Video

- What is the message of the video?
- How does this video relate to our work?

Norms:

- How do we want to communicate and interact with each other at meetings, emails etc.?
- How do we resolve conflict? Role of facilitator?
- How does the group want to make decisions (ex. majority, consensus etc.)?

Jigsaw protocol of 2014-2015 Enrollment Projections For RSU 21

Katie Hawes, Superintendent, will give an introduction to the report and talk about the methodology used to derive the report.

- First Grade Enrollment (pages 7-21)-
 - Bruce Rudolph and Jack Reetz
- Elementary School Enrollment (pages 25-31)-
 - Brad Huot, Jamie Jensen and MaryBeth Luce



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- Middle School Enrollment and High School Enrollment (Pages 33-39)-
 - Lionel Menard, Alyce Swan and Amy Johnson
 - Assessment of Economic Conditions etc. (Pages 41-55)-
 - Nick Wright and Maureen King
 - Summary of Enrollment Projections (Pages 56-58)-
 - Jennifer Peacock, Kevin Crowley

Protocol:

- Please read through the section assigned to you and your partner. When you complete your individual reading, have a discussion about your assigned section using the following:
 - 3 Surprises found
 - 2 Take away points to inform our work
 - 1 thing you want to know more about or have further conversation about
- Come together as a whole group and report out on each section so the group has a common understanding of the report.

Brainstorm ideas:

- Brainstorm without judgment of our ideas. We want all ideas on the table at this point.
- Facilitator will chart ideas.
- As a group, put ideas into broader categories if possible.
- Order the charted ideas (1-3) that you would like the committee to consider for our next meeting.
- Looking at the ideas, please think of any questions you have in regards to the ideas and email them to the facilitator by October 21st at jodimezzanotte@gmail.com. We will use these questions to inform our conversation at the next meeting.

Build Agenda for next meeting:

What information and/or research are needed for our work?