



**LCAP English Learner Parent Advisory Committee
Group Norms
2015-16**

- ❖ Start on time – end on time
 - ❖ Support positive communication
 - Be open to ideas and willing to see others' perspectives
 - One person speaks at a time; no side conversations
 - Remember to “Step up or Step down”
 - Make solution-oriented comments
 - ❖ Feel comfortable asking questions
 - ❖ Be an active participant
 - Invest time in preparing for the meetings
 - ❖ Remember who we're here to represent
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- ❖ Public comment 3 minutes per person, longer at the discretion of the facilitator (i.e. when speaker needs interpretation, or when topic is complex).