

**September 19, 2012**

**TO: 4J Equity Committee Members**

**FROM: Shelley Berman, Superintendent  
Carmen Urbina, Parent, Community and Diversity Coordinator**

We are looking forward to beginning our work together next week. This three-part retreat is an opportunity for the Equity Committee to build a firm foundation for effectively accomplishing its work. The work will focus on building an understanding of the committee mission and developing a plan for its work in the coming year. There are three meetings scheduled to accomplish the following goals.

1. Monday September 24 – 4 pm – 7 pm
2. Monday October 8 – 4 pm – 7 pm
3. Tuesday November 13 – 4pm – 7pm

**The goals of the sessions are to:**

- Develop an understanding of the mission of the committee and build a work plan for the coming year.
- Develop committee working agreements
- Build an understanding of key district initiatives as they relate to the work of the committee.
- Learn about the resources within the committee for building bridges to and partnerships with the community?

Our first meeting is Monday September 24 from 4:00 pm – 7:00 pm in the Parr Room at the District Ed Center.

**Meeting I  
Agenda  
Monday September 24, 2012  
4:00 pm – 7:00 pm**

- I. Overview and Expectations**
- II. Introductions**
- III. Develop Committee Working Agreements**
- IV. Build an Understanding of Key District Initiatives**
- VII. Committee Mission:**  
What does it look like to build and sustain effective bridges to the community?  
What resources do we have and need to accomplish our work?
- VIII. Preparation for Next Meeting**