

Community Time Planning Committee Introduction

Dear Colleagues,

The Community Time Planning Committee met for the first time last week. The agenda focused on laying out the objectives of the committee and the logistics of our planning.

The committee has two primary objectives:

- **Build the 2020-2021 Calendar**—Historically, school calendar building has happened in the spring and the calendar is finalized in May. This year we are moving the process forward all the way to September, with the goal of having a reasonably solid calendar by January. By January, the calendar will include the traditional must-have events--such as liturgies, scheduling assemblies, emergency drills, Ignatian Mornings, etc.--which will occupy community time. At that point we plan to open the calendar up to the community for scheduling events, speakers, etc. during the remaining community time periods that are open. The committee will recommend a process to help the various groups on campus schedule community time events.
- **Gather Questions and Answers Regarding Community Time Logistics and Policy**—The committee will also gather questions from the community regarding the logistics and policies surrounding community time. For example: “On what days will we hold intramurals?” “Will we restrict activities in the week leading up to finals?” “How might we use community time for make-up exams?” etc. Some of the questions will go to the administration, some will go to the Academic Council, and some may go elsewhere. The committee will discuss some of the questions, do research, and make recommendations as needed. The primary goal is to uncover as many questions and concerns as we can so that we can factor them into our planning. Please feel free to send committee members any community time questions you may have. We will document and share questions and answers as they are gathered so that faculty and staff can review them and provide feedback.

The committee members were appointed by Kristina with the goal of broad representation of the departments and activities across the school:

Missy Scott-Florez	Campus Ministry
Anne Maloney	Christian Service Program
Justin Christensen	Assistant Principal for Instruction
Bridgit McGarry	Assistant Principal for Academics
Kevin Miller	Dean of Students
Mike Sullivan	Athletics
Lisa Yi	Classroom Teacher
Bernadette Troyan	Classroom Teacher
Judy Alessandri	Learning Specialist
Diane Fellenz	Academic Resource Center
Brooke Slater	Associated Student Body

Tana Perotin	Librarian
Bill San Hamel	Counseling
Katy Murphy	College Guidance
Carlos Jimenez	Equity & Inclusion
Joe Wagstaffe	Admissions/Frosh Experience
Rob Janke	Scheduler
Sue Atkinson	Calendar Coordination
Dave Barone	Teacher Support

The committee will meet every other Wednesday throughout the semester and I will publish a summary of our discussion. Our next meeting is on Wednesday, September 25th. Feel free to contact me or any other member of the committee with questions you may have regarding community time or the planning process.

Thanks,
Dave