2026-27 P&O Meeting Norms
Draft 10/20/26

(Changes from 2024-25 in blue)
(Changes from 2025-26 in red)

- Review materials prior to the meeting
- Adhere to time allocations as set on the agenda
- Agenda items are identified as discussion, information or action items
- Stay on topic and stick to the agenda
- Conversation will be limited to raised hands which will be called in order for all to have a chance to participate in discussion
- Members can ask one question and one clarifying follow up
- Members can go back into the queue if they have additional questions and if time permits
- When an item is up for action, discussion ~~is~~ should be limited to responses to questions from the first reading and any changes made to the proposals since 1st reading. Email questions in advance of item approval date to ensure requested information is provided
- Keep conversation congenial, collaborative and respectful
- Chat will be directed to the meeting managers only to clarify questions, discussion should be among the entire group
- Stay engaged in the discussion