

Facilitation Team Sign-Up Sheet – Thank You!

- You are encouraged to sign up in teams, and meet to plan the meeting, but do not need to.
- Teams should (ideally) have a representative at the Coco meeting before the business meeting.
- Meet in advance to plan the agenda details (review Agenda Request Forms)
- You may call on any seasoned facilitator or FIT veteran for advice and support, both in advance of and during meetings.
- If you would like more structured learning or support, just ask a T&P member, we are happy to provide it.
- In ongoing discussions, please make sure to pass along appropriate information to the next team.
- We highly recommend meeting after meetings to de-brief. It's great way to keep learning as we go.
- Prep the CH – chairs, agenda on board, flip-charts, etc. Tell T&P if supplies are low.

| Meeting Date | Coco Date | Facilitator | Scribe | Timekeeper |
|---------------------|------------------|--------------------|---------------|-------------------|
| April 9 | | | | |
| May 7 | April 26 | | | |
| June 11 | May 31 | | | |
| July 9 | June 28 | | | |
| August 6 | July 26 | | | |
| September 10 | August 30 | | | |
| October 1 | September 20 | | | |
| November 5 | October 25 | | | |
| December 3 | November 22 | | | |