GROUND RULES

1. ONE PERSON SPEAKS AT A TIME

2. GIVE ALL A CHANCE TO SPEAK:
   • No one speaks twice until everyone who wants to has spoken once
   • Keep comments & questions short
   • Quiet people are encouraged to speak

3. ALOHA AT ALL TIMES
   • Respect & Good intentions for everyone
   • No venting or personal attacks
   • Keep the temperature cool – try not to raise voice
   • Emphasize positive feelings

4. IF YOU FEEL UPSET:
   • Breathe
   • Direct concerns to facilitator
   • Short “time-out” can be called if needed
   • If you must walk out, do so, but please come back as soon as you can.