



June 3, 2014

Dear Neighbors,

As the school year comes to a close, I want to thank you and all the neighbors of Castilleja for the energy, ideas, and support given to our school community over this past year as we addressed important issues such as enrollment, parking, and traffic. The Administration and the Board of Trustees appreciate your individual and collective willingness to help us find solutions and identify new ways to ensure that Castilleja is a good neighbor and that the quality of life in our neighborhood is protected and enhanced.

I am excited to share that 100% of the class of 2014 has been accepted to four-year colleges as close as Stanford University and as far away as the University of St. Andrews in Scotland. We will hold our Commencement program on Saturday, June 7 at 2:30pm. Parking will be on campus.

This is also the time of the year for us to announce the next of our twice-yearly neighborhood meetings, this one to be held on Monday, June 23 at 6:00pm in the Castilleja Dining Room.

Our recent efforts to improve conditions in our neighborhood have successfully reduced traffic and parking on our streets. Nonetheless, at this upcoming meeting, we would like to hear your feedback on our efforts, so that we may consider your suggestions for more improvements in the next school year and beyond.

Upon the suggestion of several internal and external stakeholders, we have engaged an experienced facilitator with extensive experience in the City of Palo Alto to moderate our upcoming June 23 neighbor meeting. The goals of a facilitated discussion include:

- Ensure every voice is heard;
- Build trust and demonstrate transparency;
- Maintain a balanced discussion so that all voices at the table feel comfortable participating;
- Ensure perspectives, ideas, and requests are accurately recorded;
- Outline a road map for future discussions, consensus building, and identifying solutions.

In advance of the June 23 meeting, the moderator, Geoff Ball, would like to meet, greet, and have a conversation with any interested neighbors, so that he fully understands the various neighborhood points of view. **These preliminary conversations with Geoff Ball will not include any representatives of Castilleja School.** Geoff will hold these listening sessions on June 17 at 6:00pm and June 19 at 8:00am in the dining room at Castilleja School. Alternatively, Geoff can make a visit to your home if you prefer. You can reach him directly at 650-279-9461.

We look forward to seeing you at the neighbor meeting on June 23, and we hope you will take advantage of the opportunity to meet Geoff Ball in advance so he can hear your thoughts and ideas directly from you. Please do not hesitate to contact me with any questions or comments.

Regards,

Nanci Kauffman

Geoff Ball is a resident of Palo Alto and has operated his facilitation consulting practice in Palo Alto for the past 35 years. Geoff works in a variety of settings with a wide range of clients in situations that are often complex, technical, conflict-laden, cross-organizational and involve varying numbers of people, from small working groups to large conferences and public meetings. Geoff has worked with local government agencies, school districts, neighborhoods, non-profits, corporations and universities throughout the Bay Area and beyond. Geoff's professional guiding principal is "There is method and, yet, NO magic – except the magic of a group of people seeing they can accomplish more by working together than they can achieve alone."