

**QUINCY SCHOOL DISTRICT
STRATEGIC ROAD MAP PLANNING
MEETING #5: DRAFTING AND REVIEW
MAY 18, 2015**

Essential Questions:

- Where are we in the Road Mapping process?
- How will we engage the community and communicate our work?
- What refinements will we make to our overall draft?

Meeting/Learning Targets and Success Criteria: By the end of the meeting, we will:

- Refine our overall draft.
- Review a protocol for engaging constituents.
- Understand our next steps.

TIME	CONTENT	PROCESSES	MATERIALS	NOTES
3:45: PM	Welcome, Introduction, and Framing the Work	John: <ul style="list-style-type: none"> • Welcome • Introductions Monte <ul style="list-style-type: none"> • Review agenda • Provide overview comments • Discuss where are committee has been and where we are going 	District: <ul style="list-style-type: none"> • Copies of agenda • Copies of draft Road Map 	<i>Reminder: Please sit in a different grouping than you did last time.</i>
3:50 PM	Review and Refinement of Past Work	Monte: <ul style="list-style-type: none"> • Provide brief update Small Group: <ul style="list-style-type: none"> • What questions and input do you have? Large Group: <ul style="list-style-type: none"> • Discussion • Consensus Continuum (if needed) 	None	

4:50 PM	Communicating and Seeking Input on our Work	<p>Monte/John:</p> <ul style="list-style-type: none"> • Provide updates on staff, board, community, and focus groups • Identify additional conversations desired • Group discussion 	Key Communicator Facilitation Guide	
5:10 PM	Reviewing our Work Today: 60-Second Summaries	<p>Monte:</p> <ul style="list-style-type: none"> • Lead group in summary activity. Three rounds: <ul style="list-style-type: none"> ○ Where are we in developing the Road Map? ○ What do we want to know from constituents? ○ What are our next steps? 	None	
5:20 PM	Wrap-Up Debrief	<p>Monte:</p> <ul style="list-style-type: none"> • Lead group conversation about what worked, what didn't work, and what we would change for the future. <p>John:</p> <ul style="list-style-type: none"> • Final comments 	None	
5:30 PM	Conclude:			