

4/17 completed

Responsible Members

✓	Date	Task	
<input checked="" type="checkbox"/>	5/29	Initial Planning Meeting	Dr Hutchings, Ms Nolan, Mr Suarez, Ms Alderton
<input checked="" type="checkbox"/>	6/9	Develop Work Plan	Meagan Alderton
<input checked="" type="checkbox"/>	6/16	Nominate Committee Chair	Ms Nolan, Mr Suarez, Ms Alderton
<input checked="" type="checkbox"/>	6/16	Set 3 Meeting Dates to occur prior to August 21st (July 22nd, July 30th, August 12, 2019 8:30-10)	Susan Neilson
<input type="checkbox"/>	6/30	Research process for Evaluation Development from other Jurisdictions/Share out with the committee	Christopher Suarez, Veronica Nolan
<input type="checkbox"/>	7/18	Share KPI recommendations according to State Categories (15-20 max)	Dr Hutchings will send first , committee will react and suggest adds/deletes
<input type="checkbox"/>	7/22	Meeting #1- 1. Review/finalize 15-20 high leverage/high priority KPI's from current Strategic Plan. 2. Sort KPIs within appropriate state mandated evaluation categories/ 3. Staff join meeting to review committee thinking/select a template to use for the final product	Dr Hutchings, Ms Nolan , Mr Suarez, Ms Alderton
<input type="checkbox"/>	7/25	First Draft of Evaluation Tool Completed for Team Review	Staff
<input type="checkbox"/>	7/25	Create high priority non-KPI related goals for non-KPI related categories/sort. Be prepared to share at Meeting #2	Dr Hutchings, Ms Nolan , Mr Suarez, Ms Alderton
<input type="checkbox"/>	7/26	Meeting #2-1. Finalize any additional Committee Developed goals/sort within non KPI related categories 2. Begin developing Deliverables	Dr Hutchings, Ms Nolan, Mr Suarez, Ms Alderton
<input type="checkbox"/>	7/28	Send additional KPIs w/draft deliverables to staff to add to the template	Meagan Alderton
<input type="checkbox"/>	8/2	Second Draft of Evaluation Tool Completed for team review	staff
<input type="checkbox"/>	8/12	Meeting #3- 1. Continue identification of potential/or expected deliverables for each goal 2. Finalize Deliverables by Goal	Dr Hutchings, Ms Nolan, Mr Suarez, Ms Alderton
<input type="checkbox"/>	8/13	Draft sent to staff to finalize template	Meagan Alderton
<input type="checkbox"/>	8/15	Draft sent to board for full board comment	Meagan Alderton
<input type="checkbox"/>	8/19	Board Comments Completed	School Board
<input type="checkbox"/>	8/22	School Board Discussion, Approval (Action) during August Retreat	School Board