

MEETING MINUTES
Park City School District Education Master Plan
Planning Committee Meeting #6
October 31, 2018
1:00 – 2:30 PM

Attendees: Andrew Caplan, Melinda Colton, Jill Gildea, Todd Hauber, Anne Peters – PCSD; Chris Guarino (by phone), Desi Navarro (by phone) – NV5; Lindsey Ferrari (by phone), Victoria Bergsagel (by phone), Clio Rayner, Christine Richman, Buck Swaney – Consulting Team

#	Description	Action By
1	<p>Communications</p> <ol style="list-style-type: none"> 1. Debrief Community Engagement Open House <ol style="list-style-type: none"> a. Consider holding two sessions on different nights b. Consider high tech tools/space <ol style="list-style-type: none"> i. Proposed high tech facilities as a comparison and teaching opportunity ii. Proposed using current facilities (PCHS) with VR and hands-on activities iii. Balance efficiency and engagement c. Messaging regarding bonding needs to be redirected until it is appropriate <ol style="list-style-type: none"> i. It has a place at the end of the process but we don't know yet d. Great turn out e. Good, neutral location f. More participation than expected g. Quality of participation was high h. Engaged 100 new people i. Objectives moving forward: <ol style="list-style-type: none"> i. Continue to bring the community along <ol style="list-style-type: none"> 1. Show the community how their comments mattered and are integrated into the process 2. Give downloads of the meeting on the website 3. Communicate the results of meetings so the community can give feedback 4. Vet all concerns – a method needs to be identified to manage this ii. Stay succinct and more scripted iii. Need to streamline who the communicators will be iv. Need to present where we are in the process v. Need to present objective for each meeting at every meeting 2. Website update <ol style="list-style-type: none"> a. PCSD to send a thank you to participants of the Summit and Open House indicating that additional information will be posted soon 	



	<ul style="list-style-type: none"> b. Press release has been released c. Crafting questions for survey after Workshop #1 	
2	<p>Education</p> <ul style="list-style-type: none"> a. Debrief Future of Learning Summit <ul style="list-style-type: none"> a. How are we going to retain the richness of the original comments? <ul style="list-style-type: none"> i. Victoria has begun writing the draft guiding principles and is adding comments back to the simplified versions created at the Summit ii. Pictures and transcriptions to help add richness b. Value voting process took too long <ul style="list-style-type: none"> i. Consider cell phone polls c. Outcome aligns with the PCSD strategic vision and mission b. Presented option to separate teacher/student workshops from the official Steering Committee <ul style="list-style-type: none"> a. Consulting team to provide outline of workshops, dates, times and discussion topics b. Principals have identified teachers to participate c. Proposed a mini survey to the teachers to gauge interest <ul style="list-style-type: none"> i. Which workshop topics are you interested in? ii. Are there opportunities for projects focused on this work? iii. Are there other ways to involve the students? PC CAPS, Latinos in Action, Global studies class, etc. d. Teachers who attended the Summit should be invited to attend the workshops <ul style="list-style-type: none"> i. PCSD to provide list of teachers who attended with their grade level, school and subject identified e. Ask participating teachers to find a student to recommend for the process. c. Review Workshop #1 agenda <ul style="list-style-type: none"> a. Start with review of the process and objectives for the meeting <ul style="list-style-type: none"> i. Don't revisit topics used to develop the PCSD Mission, Vision & Strategic Direction b. Remove influencing factors discussion c. Use the education specifications as a road map to reach the Strategic Direction d. Guiding Principles are a reflection of the community values 	
3	<p>Steering Committee Spokesperson Selection Update</p> <ul style="list-style-type: none"> 1. Melinda to ask Jody and Joanne to act as spokespeople for Steering Committee 	
4	<p>Next steps and Action items</p> <ul style="list-style-type: none"> 1. Consulting team to schedule time to discuss next steps 2. PCSD to send Thank you email to Summit attendees 3. Consulting team to develop survey for teachers to gauge/increase interest 4. Melinda to ask Jody and Joanne to be Spokespeople for the SC 5. Consulting Team to provide material for website 	<p>GSBS PCSD</p> <p>GSBS PCSD WF&Co</p>



THE FUTURE OF LEARNING

	<ol style="list-style-type: none">6. Consulting Team to develop survey questions based on Workshop #17. Melinda to get list of teachers who attended Summit with grade level, school and subject identified8. Start coordination on next open house to identify location, space and approach	WF&Co PCSD PCSD/GSBS
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