



MEETING AGENDA
Park City School District Education Master Plan
Planning Committee Meeting #10
January 9, 2019
1:00 - 3:00 PM

#	Time	Description	Discussion Lead
1	1:00 - 1:30	Process <ul style="list-style-type: none"> • Meeting Norms • Meeting Objectives <ul style="list-style-type: none"> ○ Agreement on approach to additional public engagement ○ Agreement on LL Forum and SC Workshop Agendas ○ Agreement on approach for addressing key “parking lot” issues ○ Identification of current and upcoming items and issues ○ Review any needed schedule changes • Review demographics information • 2nd Public Open House date/location/ planning 	Buck Swaney/ Christine Richman/ Chris Guarino
2	1:30 - 2:00	Education <ul style="list-style-type: none"> • Review and debrief from 12/18 Learning Leaders and Steering Committee meetings • Review agenda for 1/15 Learning Leaders Forum • Review 1/15 SC agenda • Review Parking Lot items and proposed approach/schedule to address key items 	Victoria Bergsagel/ Buck Swaney
3	2:00 - 2:45	Communications <ul style="list-style-type: none"> • Update on outreach and information efforts • Review proposed response to SC input of 12/6 • Next steps 	Lindsey Ferrari
4	2:45 - 3:00	Next steps and Action items <ol style="list-style-type: none"> 1. Start coordination on next open house to identify location, space and approach - Underway 2. Revise process graphic and send to PC for review prior to sending to SC for review - Complete 	Clio Rayner <i>PCSD/GSBS</i> <i>GSBS</i>



		3. Create “Hot Topics” list to track items important to community members to ensure effective communication - Underway	<i>PCSD/GSBS</i>
		4. Revise demographic presentation - Underway	<i>GSBS</i>
		5. Schedule meeting rooms for all upcoming meetings - Status update	<i>PCSD</i>
		6. Google doc-based communications data base. All representatives to update on an ongoing basis. Was to be “resent” to Board on 11/28. - Status update	<i>PCSD</i>
		7. Clio to send Melinda the 10/29 agenda to post on the website. - Completed	<i>GSBS</i>
		8. Block out dates for all upcoming meetings - We may want to discuss locations one more time before we finalize considering the SC comments on going into all the schools	<i>PCSD</i>
		9. Develop list of influential community members to include in outreach - Status Update	<i>WF&Co</i>
		10. Review website layout for opportunities to clarify content - Underway	<i>PCSD/WF&Co</i>