



**MEETING AGENDA**  
**Park City School District Education Master Plan**  
**Steering Committee Workshop #4**  
**January 15, 2019**  
**5:30 – 7:30 PM**

Meeting Objectives:

- To review and understand the direction of the process to date
- To provide input and direction on key Task Force Topics
- To identify Steering Committee representatives on Task Forces

#	Time	Description	Discussion Lead
1	5:30 - 6:00	Introductions and Process update <ul style="list-style-type: none"><li>• Review Meeting Norms and Steering Committee roles (steer to success, build advocacy for work)</li><li>• Review Steering Committee bi-weekly project briefing memo<ul style="list-style-type: none"><li>• Review communications plan<ul style="list-style-type: none"><li>▪ Update on response to Steering committee 12/6 input</li></ul></li><li>• Review technical activities<ul style="list-style-type: none"><li>▪ Review demographic and growth information</li></ul></li></ul></li><li>• Review of Task Force Topic approach</li></ul>	Buck Swaney/ Christine Richman
2	6:00 - 6:30	Educational Specification Update: <ul style="list-style-type: none"><li>• Outcomes from the Learning Leaders Forum on 12/18</li><li>• Discuss what happened in the Learning Leaders Forum today</li></ul>	Clio Rayner
3	6:30 - 7:15	Steering Item: Task Force Topic input <ul style="list-style-type: none"><li>• SC assistance building task force approach and membership</li></ul>	Buck Swaney
4	7:15 - 7:30	Summary of what was accomplished today and next steps Committee Member action Items: <ol style="list-style-type: none"><li>1) Identify Steering Committee members of task forces</li><li>2) Contact Lindsey or Melinda with opportunities to meet with or provide information to community groups or representatives</li><li>3) Post project update and information on social media.</li></ol>	Buck Swaney