LREFP Educational Specifications/School of the Future Subcommittee Workplan

Goals:

- Define future educational specifications for K-5 and middle school

Scope of Work of Technical Support:

1. Set the Framework
2. Orientation/data collection
3. Develop program options
4. Prepare architectural design considerations
5. Synthesize information into final document

Role of the Subcommittee:

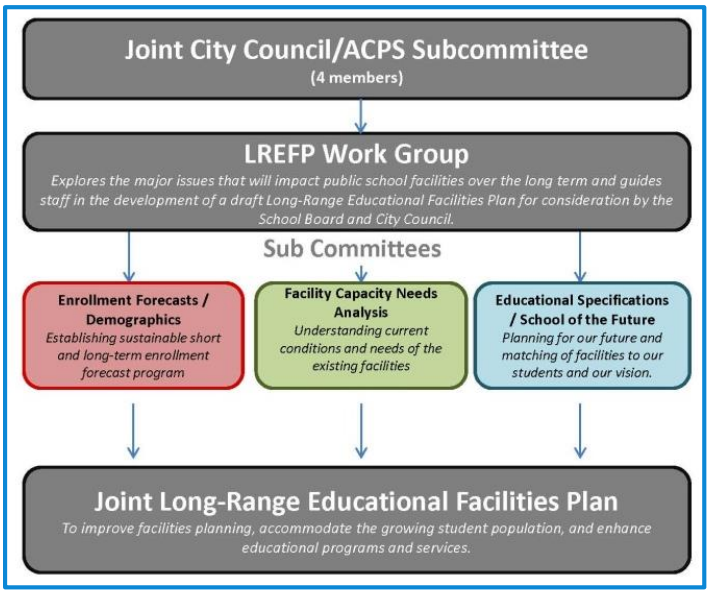
1. Advise on the process
2. Assist in recruitment for community meetings
3. Provide input on materials for community meetings
4. Become informed on the results of meetings with subject matter experts
5. Report out to the full Work Group

Schedule:

- February 2014
  - Project Team Work Items
    - Review process with internal Core Group and LREFP Subcommittee
    - Orientation/data collection with subject matter experts
  - Subcommittee Kick-Off Meeting February 5th
    - Provide guidance on overall process
    - Provide feedback on recruitment for participation in community meeting
    - Review materials for 1st Community Meeting
  - General Community Meeting February 19th – *Phase One: Information (Gathering, Organizing, Understanding)*
    - Understand the meaning of "educational specification"
    - Discuss the overall process and community engagement plan including meeting schedule and topics
    - Visioning exercise

- March 2014
  - Project Team Work Items
    - Finalize data collection
    - Draft options for subject matter experts and community consideration
  - Subcommittee Meeting

        - After action from the February general community meeting (content and attendance)
        - Review results from meetings with subject matter experts
        - Review materials for 2nd Community Meeting
    - General Community Meeting March 10th- *Phase Two: Options (Discuss and Evaluate Options)*
        - Consider Options based on results from meetings with subject matter experts and the subcommittee

- April 2014
    - Project Team Work Items
        - Solicit additional feedback on options from subject matter experts
    - Subcommittee Meeting
        - After action from the March general community meeting (content and attendance)
        - Review results from meetings with subject matter experts
        - Review materials for 3rd Community Meeting
    - General Community Meeting April 30th- *Phase Three: Recommendations*
        - Provide feedback on specific, outstanding items
        - Review and provide feedback on draft document

- May/June 2014
    - Project Team Work Items
        - Based on feedback, finalize architectural inputs and programmatic requirements
        - Finalize document and presentation
    - Subcommittee Meeting
        - Synthesize feedback from the April community meeting
        - Review and provide feedback on finalized materials
    - Work Group Meeting- *Phase Four: Implementation and Maintenance*
    - School Board Meeting- *Phase Four: Implementation and Maintenance*