

person – all other Committee members may participate via zoom			
Task Title and Description	Point Person and Collaborators* Bolded name is the point person	Deliverable Deadline	Notes
Staffing Model Creation 1. Create the scope of work 2. Utilizing the scope of work, invite guidance counselors to work on creating the staffing model – if they decline, approach principals 3. Arrange for stipends and contracts and coordinate execution of contracts 4. Convene staffing model work group as many times as necessary to complete the following: <ol style="list-style-type: none"> Inventory all information and create electronic versions of all documents – factor in graduation requirement differences and new positions needed Determine additional information needs Create models as outlined in the scope of work 	Karen , Kristin and Debra Karen (Kara)/Brian (Colleen)/David (Dawn) Karen Kristin and Katie	7/7/20 7/9/20 7/10/20 8/3/20	Provide completed scope of work to Kyle and Carole via e-mail Notify Kyle and Carole of outcomes via e-mail Notify Kyle and Carole upon completion Draft models to Kyle and Carole no later than August 3

d. Share with Sandra, who will serve as first reader			
Rec Center Pool Investigation 1. Acquire financial information and other relevant facts for the Committee's review with the goal being to assess the viability of the consolidated school acquiring the pool	Sandra, Don	8/3/20	Provide data/information to Kyle and Carole via e-mail
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Articles of Agreement 1. Review all notes from Committee Sessions and compile a summary of agreed-upon elements suitable for use in the Articles of Agreement 2. Review Rivendell and Dresden examples 3. Create a template of the Articles of Agreement for review by the Committee	Debra, Sandra Kyle will send examples to Debra and Sandra	8/3/20 7/10/20	Provide data/information to Kyle and Carole via e-mail
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Make Provisions for Public Communications Plan 1. Identify core elements of the public communications plan, factoring in zoom and in-	Debra, Sharon, Brian	8/3/20	Create one-page summary of recommendations with Kyle and Carole via e-mail

<p>person community participation</p> <p>2. Interview communications firms/share \$ 2,200 budget amount and potential deliverables list; seek feedback on what is achievable and within budget</p>			
<p>Topics for which provisions need to be made</p> <p>1. Developing a public vote strategy – special election?</p> <p>2. Note updated timeline:</p> <ul style="list-style-type: none"> • Model to be presented publicly selected by Committee in September 2020 • Public outreach conducted in October and November 2020 • Budget considerations factored in beginning January • Public vote taken March 2021 			<p>Kyle and Carole will add this topic to the August agenda</p>