

Work Session Agenda

Morningside Elementary School

Date: December 3, 2018

Time: 3-4:30pm

Location: MES Conference Room

- I. Review [latest draft] of Community Survey
 - a. Take 5 min to review survey and use note catcher to document your thoughts. Share out one at a time.
 - b. What do we think about content, scales, length?
- II. Survey tool (what software/tool are we using?)
- III. Establish workable timeline and set deadlines for:
 - a. Next draft of survey to circulate to team (and deadline for team to send feedback)
 - b. Create survey in software/tool
 - c. Disseminate survey
 - d. Collect/clean data and run analysis
 - e. Share finding internally
 - f. Share findings externally
- IV. Plan/Assign Next Steps (who is doing what)
- V. Adjournment

The following designated time periods have been scheduled during each Go Team meeting for public comment: 6:05 - 6:15pm and the final 10 minutes of the meeting. A sign-up sheet is available at each meeting and must be used by any person who wishes to speak during the public comment period. Each member of the public will have two (2) minutes to speak. At the close of the two (2) minute period, the speaker will be asked to take their seat so that others identified on the sign-in sheet can be provided an opportunity to speak. **The public comment period is designed to gain input from the public. It is not for immediate responses by the GO Team to the public comment presented. At the end of each public comment period, the period will be closed and the GO Team will move on to the next agenda item. For additional information regarding public comment please refer to the MES website.*

Work Session Agenda

MES Community Survey Note Catcher

Name _____

What about the MES Community Survey works well? (i.e. length, topics, etc.)

What edits would you recommend? Anything missing?

Any additional thoughts/comments?