

STRATEGIC PLAN TIMELINE
Melrose Public Schools
2009-2010 School Year

- September 8, 2009: Progress update at School Committee meeting
- September/October: Public invited to participate in focus groups and responses collected
- October 13, 2009: Progress update at School Committee meeting
- November 9, 2009: First Steering Committee meeting
- Reviewed the strategic planning process and agreed upon 12 focus groups (early childhood parents, elementary parents, secondary parents, private/home-schooled/charter parents, village elders, early childhood/elementary teachers, secondary teachers, business/charitable/civic/clergy/community members, leaders of youth, sports/recreation/arts, elected officials, parents of recent alums, high school students)
 - Reviewed focus group/interview/forum questions
 - Reviewed projected timeline
- December 3, 2009: Focus group facilitator training
- December/January/February: Focus groups held and interviews conducted (125+ participants)
- January 12, 2010: Progress update at School Committee meeting
- February 22, 2010: Second Steering Committee meeting to review initial drafts of Mission and Core Values, Retrospective, Internal Assessment, and Key Themes and Findings
- February 23, 2010: Progress update at School Committee meeting
- March 3, 2010: Community forum to present Key Themes and Findings and elicit feedback
- March 9, 2010: Progress update at School Committee meeting
- March 24, 2010*: Third Steering Committee meeting to review draft of goals and strategies derived from updated Key Themes and Findings (7:00 p.m. in Supt's Conference Room)
- April 12, 2010*: Fourth Steering Committee meeting to review success measures
(Canceled) (7:00 p.m. in Supt's Conference Room)
- May 17, 2010*: Fifth Steering Committee meeting for initial draft plan review
(Tentative) (7:00 p.m. in Supt's Conference Room)
- May 25, 2010: Strategic Plan presentation to School Committee
(Tentative) (7:00 p.m. in Aldermanic Chambers)

* *These meetings are open to the public but there will be no public comment period.*