



Honoring History • Involving Community • Refining Vision

**Visioning Committee Working Session
with the Board of Education**

May 15, 2012 • 6 – 9 p.m.

Agenda

**Our goal for tonight: Not to draft statements, but rather to agree on common themes and concepts to be a part of the core values, mission and vision statements.
(A “no pressure” activity!)**

(Light dinner food and snacks are available throughout the evening.)

Expectations for Table Discussions:

- Listen to understand.
- Allow people to finish and let everyone have a say.
- Tonight is not problem solving but rather narrowing and focusing on key ideas.
- People can change their minds during the discussion or during the evening!
- Advocate from the “me” perspective – “this is what the information means to me.”

Welcome and Clarification of Reports Sent with the Agenda (6 p.m. to 6:15 p.m.)

1. Introduction of tonight’s facilitators: Tim Gore – Meeting Facilitator; Greg Batenhorst, Sharmon Wilkinson, Chris Tennill, and Rick Nobles – Table Facilitators
2. Overview of the agenda for the evening. – Tim Gore
3. Chris and Rick will answer any questions about the format or design of the online surveys and the summary of the Community Meetings.
4. This will not be a discussion of the meaning of the reports, as that will be part of the first table discussion.

First Table Discussion

Discussing the new information and agreeing on ideas to be included in Clayton’s new Core Values Statements. (6:15 to 7:05 p.m.)

1. Participants join in the first table assignment (shown on their name tags).
2. Tim will ask everyone to spend 5 to 10 minutes writing some key thoughts about: first, your reaction to the new information (Community Meeting Report and Online Survey data); and, second, reflecting on your own opinions and what we have heard from the community, what should be included in the new Core Values Statements.
3. After the writing time, table groups will introduce themselves at the beginning of the conversation.
4. The first conversation is to reflect on the meaning of the new information.
 - a. Is it different in significant ways than what we have learned to this point from the Focus Groups and the phone survey?
 - b. If so, how different and what are the implications?
 - c. Each member of the table group shares his or her thoughts about what we have heard from the community.



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5. Given your table's discussion about what we have learned from the community and what individuals believe themselves, each person at the table will share his or her most important value to include in the new Clayton Core Values. The table will go around, one person at a time, sharing values until no new values are proposed. (A volunteer scribe should write the proposed values on flip chart paper.)
6. The table will then discuss the values suggested and reduce, revise or refine the list to make it a list the entire table can support.
7. When the list is agreed to at the table, post the sheet where Tim directs you.
8. Tim will then lead the whole group in a discussion after everyone has had time to review the four table discussion flip charts.
 - a. Are there values that most tables have in common?
 - b. Are there different ways similar values seem to be worded or talked about?
 - c. Are there unique proposed values that people at other tables now see as important to consider?
9. The group does not need to finalize an overall list. The charts and the discussion about them will inform the steering committee as it does the actual writing of core values during its next meetings.

Second Table Discussion

Identifying Key Themes for Clayton's new Mission Statement (7:15 to 8:00 p.m.)

1. All participants move to their second table assignment.
2. Tim will ask everyone to again spend 5 minutes in individual reflection and writing about key concepts you believe should be included in Clayton's new mission statement.
3. After the writing time, table groups will quickly introduce themselves to begin the conversation.
4. Each person at the table will share his or her most important idea to include in the new Mission Statement. The table will go around, one person at a time, sharing ideas or concepts until no additional ideas are proposed. (A volunteer scribe should write the suggested ideas on flip chart paper.)
5. The table will then discuss the ideas and concepts suggested and reduce, revise or refine the list to make it a list the entire table can support.
6. When the list is agreed to at the table, post your sheet with key ideas to include in the new Mission Statement where Tim directs you.
7. Tim then will lead a whole group in a discussion after everyone has had time to review the four flip charts. Again looking at:
 - a. Are there concepts most tables have in common?
 - b. Are there different ways to express similar ideas, and does the group particularly like any specific wording?
 - c. Are there any suggestions from only one or two groups, but upon reflection participants see the suggestion as important to include within the Mission Statement?
8. The group does not need to finalize an overall list. The charts and the discussion about them will inform the steering committee as drafts the actual Mission Statement during its upcoming meetings.

Third Table Discussion

Developing Details Around the Vision Statement (8:05 to 8:50 p.m.)

1. All participants move to their third table assignment.
2. Tim distributes a handout sharing some thoughts about Vision Statements and giving some examples of effective organizational vision statements.
3. He leads the entire group in a brief discussion clarifying ideas about vision statements.
4. Everyone is asked to reflect on the discussion about vision statements and what we have learned from our research that might be included in a vision statement. Tim will ask everyone to spend 5 minutes in individual reflection and writing about key concepts you would like included in Clayton's Vision Statement.
5. After the writing time, table groups again begin with quick introductions to be sure everyone knows everyone.
6. Then each person at the table shares his or her most important idea to include in the Vision Statement. The table goes around, one person at a time, sharing ideas until no new ideas are proposed. (A volunteer scribe writes the suggested ideas on flip chart paper.)
7. The table will then discuss the ideas suggested and refine them to make the list one the entire table can support.
8. When the ideas have been agreed to at the table, post your sheet with key ideas to include in the Vision Statement.
9. Tim then leads the whole group in a discussion after everyone has had time to review the four charts. Once Again looking for:
 - a. What ideas or concepts do most tables have in common?
 - b. Are there different ways to express similar ideas? Does the group particularly like any specific wording?
 - c. Are there any suggestions on only one or two sheets that participants would like to see within the Vision Statement?
10. The group does not need to finalize an overall list, as the charts and the discussion about them will inform the steering committee as drafts the actual Vision Statement.

Closing Comments or Thoughts and Discussion of Next Steps (8:50 to 9:00 p.m.)

1. The Steering Committee will meet on May 29 and June 5 to draft Core Value, Mission and Vision Statements.
2. These draft statements will be presented by the committee to the Board on June 13.
3. After the presentation to the Board the proposed statements will be shared with the community during the summer.
4. The Board will approve the new statements in a September Board Meeting.
5. Closing comments – Sharmon and Kristin

Notes:



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More Notes:

This image shows a full page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, providing a template for writing. There are no margins, text, or other markings on the page.