

6/30/09

Craftsbury Schools Community Collaboration Purpose, Scope, Process and Timeline

CSCC Statement of Purpose

The purpose of the Collaborative Process is to support the community in developing a vision for the future of Craftsbury Schools. The questions to be addressed include the pros and cons of new school construction versus preservation, what grades will be educated in Craftsbury, grade consolidation and structure, whether or not and how Craftsbury Schools should collaborate with other towns, alternative educational models and/or affiliations (Sterling College, Outdoor Center, etc.). The CSCC Steering Committee is responsible for guiding the Collaborative Process, including dissemination of relevant information, organization of a Stakeholder Group representative of diverse community perspectives, and facilitation of Stakeholder meetings.

Potential products include:

- A review of alternative educational models for Craftsbury
- A review of alternative affiliations e.g. with Sterling College
- An analysis of the pros and cons of outsourcing grades 9-12
- A recommended plan that would address:
 - New educational models
 - Consolidation
 - K-8 vs. K-12
 - School construction and/or rehabilitation
 - Next steps and how to proceed
- And—most important—broad citizen agreement on the best way forward

School Board Role and Scope of Work

- Support the efforts of the Craftsbury Schools Community Collaboration.
- Communicate and strategize with the Steering Committee regarding other avenues for decision-making.
- Work with the Stakeholders to amend (if necessary) and implement recommendations on the future of Craftsbury Schools.

Steering Committee Role and Scope of Work

- A subcommittee of and liaison with the School Board.
- Develop Statement of purpose for the Collaboration.
- Design the Collaboration.
- Understand other efforts, and create strategies for working with or complementing these efforts [e.g., stimulus loans, etc.]
- Identify and recruit Stakeholders, or identify a Convening Group to do so.
- Identify resource needs and secure funds [from consultant fees to photocopies].
- Stakeholder meeting agendas.
- Stakeholder meeting logistics.
- Media, advertising and communication with the greater community.
- Meeting documentation.

Stakeholder Group Role and Scope of Work

- Identify “list of concerns.”
- Assemble and review credible information addressing those concerns.
- Reach agreement on definition of the problem(s).
- Generate potential solutions.
- Come to reasonable consensus.
- Put forward recommendations to the School Board regarding the future of Craftsbury Schools.
- Follow through on implementation of recommended scenario(s).

The Collaborative Process and Timeline

- **July/August: Preparation**
 - Establish Stakeholder Group
 - Communicate to and inform citizens
 - Select Board Letter (Probably letter to the Editor)
 - School Board Letter (Probably Letter to the Editor)
 - Q&A or something similar issued to answer all questions.
 - Clarify: goals, process, expectations.
 - Identify key questions and sequence to start process.
 - Begin to collect and organize available information for Education Phase
- **September: Orientation -- first Stakeholder meeting, 2-3 hours.**
 - Explanation of the process
 - Introductions
 - Areas of concern
 - Information needs
- **September/October: Education Phase ~ 3(?) Stakeholder meetings, 2-3 hours.**
 - Where are we now (current snapshot) regarding the areas of concern?
 - Determine process and sources for gathering information.
 - Stakeholder task groups
 - experts
 - surveys
 - outside consultants
 - etc.
 - Determine how information will be organized and presented.
 - Stakeholders analyze credible information.
- **November/December: Define the Problem ~ 2(?) Stakeholder meetings, 2-3 hours.**
 - [group cannot agree on solutions unless it agrees on underlying problem].
 - Identify connections between different areas of concern.
 - What is the real problem? Are there underlying issues or aspects?
 - Identify the dimensions of the problem.

- Build Stakeholder agreement on the definition of the problem.
- **January-March: Strategies/Solutions/Alternatives ~ 4 (?) Stakeholder meetings, 2-3 hours**
 - Generate alternative solutions
 - Develop criteria for evaluating potential solutions.
 - Narrowing the possible solutions.
 - Draft recommendations for School Board
- **March: Progress report at Town Meeting**
- **March and after: Implementation**
 - Stakeholders or a subgroup work with School Board on any adaptations to recommendations, and implementation.
- **Important Notes**
 - The topics, timing, number and length of meetings are tentative. The Steering Committee and/or Stakeholders may suggest a slightly different structure, as each meeting builds on the last. Regardless, it will be important to present a report to the Town at Town Meeting and to demonstrate convincing progress toward a feasible plan.
 - A critical part of the Steering Committee's work between meetings is to keep the greater community informed through newspapers, mailings, emails, blogs, etc.
 - Everything always takes longer than anticipated. Hope for the process to be complete by the end of School Year 2010.