

Vision

*All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.*

Goals

*Every student, every step of the way*

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Meeting Logistics & Desired Outcomes

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| **Meeting:**  | **Graduation Guidelines ICAP Work Group Meeting** |
| **Date:**  | **Dec. 12, 2013** | **Time:**  | **9:30 – 2:30** | **Location:**  | **Daniels Fund** |
| **Meeting Lead:** | Andrew Tucker, Lauren Jones & Misti Ruthven |
| **Meeting Participants:** | ICAP Work Group Members |
| **Meeting Objectives:** | * Understand purpose of graduation guidelines
* Outline work group goals & objectives
* Develop a shared vision for ICAP in Colorado
* Organize and plan work for the year ahead
* Identify stakeholders in ICAP process
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Agenda Items and Next Steps

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| **Time** | **Agenda Item** | **Notes & Next Steps**  |
| **9:30 a.m.** | **Welcome & General Introductions****Discuss Objective of Day** |  |
| **9:45 a.m.** | **Icebreaker** |  |
| **10:15 a.m.** | **How does this relate to the BIG picture?****Review rules & norms of the group****Review guiding questions, goals & objectives** |  |
| **10:45 a.m.** | **Introduce groups****Icebreaker #2** |  |
| **11:15 a.m.** | **Review Research** |  |
| **Noon** | **Review Homework & Working Lunch** |  |
| **12:45 p.m.** | **Best Practices: Group Work Time (Plan, Process, Product, Platform)*** **Definitions of groups**
* **Deliverables**
* **Process for thinking about the work**
* **What are the group priorities?**
* **Outline timeline & action plan**
 | * **Indicators – what’s redundant & what’s required?**
* **Rule – what’s the minimum?**
* **Best Practices – What & How?**
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| **Evaluate the Meeting:** |  | **How can we improve the next meeting?** |
| We stayed on track: | * No
 | * Yes
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| We achieved the meeting outcomes: | * No
 | * Yes
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| We clarified next steps: | * No
 | * Yes
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| This meeting was time well-spent: | * No
 | * Yes
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