# SCOPE, PROCESS, AND TIMELINE

<table>
<thead>
<tr>
<th>Phase</th>
<th>Projected 2016-17 Meeting(s)</th>
<th>Purposes &amp; Primary Activities</th>
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| **Phase 1:** Orientation & Team Building | 6/8, 8/3, 8/24 | • Develop a shared understanding of the rationale, charge, required criteria, deliverables, process, timeline, infrastructure and commitment required for our work together.  
• Build collaboration, communication & relational trust among SCC members so that we can best serve the interests of PAUSD students, families and staff. |
| **Phase 2:** Develop & Implement Subcommittee Action Plans | Form subcommittees 8/24 (plus ongoing subcommittee meetings from August through February as needed) | Conduct a rigorous process of investigation & inquiry into best practices in the field and outreach to the PAUSD community through the work of subcommittees:  
• Design Subcommittee: Reviews research, analyzes data, and proposes recommendations for an SEL framework, learning standards and grade level targets.  
• Curriculum, Assessment & Evaluation Subcommittee: Reviews research, analyzes data, and proposes recommendations for SEL curriculum resources, and for an SEL assessment & evaluation system  
• Districtwide Implementation Plan Subcommittee: Reviews research, analyzes data, and proposes recommendations for a PAUSD SEL implementation plan  
• Board Report & Board Presentation Subcommittees: Write and present interim and final SCC reports to the Board of Education and implement a public communications plan.  
• Focus Group Subcommittee: Conduct SEL focus groups to collect feedback on SCC’s work. |
| **Phase 3:** Build Foundational Knowledge | 8/3, 8/24, 9/14, 9/28 | • Review key research findings & data analysis conducted by the subcommittees to provide baseline SEL knowledge & prioritized criteria for SCC’s recommendations. |
| **Phase 4:** Develop Recommendations | 10/5, 10/26, 11/2, 11/30, 12/14, 1/4, 1/18 | • Engage in a collaborative, consensus-based decision making process to propose and vet subreddit proposals and finalize SCC’s recommendations. |
| **Phase 5:** Prepare & Present Board Report | 1/18, 2/8 (Present @ 2/28 Bd. mtg.) | • Write an interim & final report outlining SCC’s findings & recommendations.  
• Present SCC’s recommendations to the Board & school community. |
| **Phase 6:** SCC Closure Activities | 2/8 | • Evaluate the work of SCC and appreciate the contributions of all members. |

*Updated 1/27/17*