

Our mission is to cultivate world-class thinkers.



Meeting Agenda

Date: January 10, 2022

Time: 3:30-4:30

Location: Virtual

Attendees:

Purpose: Provide context and purpose for the writing committee and review writing vendors using a rubric.

Desired Outcomes: By the end of this meeting, we will have:

- A shared understanding of the writing adoption process
- Notes on each vendor presentation from each committee member

Time	Topic	Process	Presenter
3:30 - 3:45	Introduction -	Slideshow to Review Working Agreements & Process Rubric Template (Blank) Rubric Folder with Prior Notes	
3:45-4:15	Vendor Presentation - Writing by Design, K-8	Committee members take notes	Zac Strain
4:15-4:25	Q & A / Fill out Rubric	Vendor answers questions Committee completes rubrics	Committee Members
4:25 - 4:30	Next Steps: Accessing Online and Physical Materials	Materials displayed 1/13 - 4/19/22 Committee Member Rubrics Completed by January 28, 2022 Final Meeting on 4/25/22	Committee Members