

Below is a calendar of proposed approximate meeting dates and tasks for both standards review committee workgroups, which may help you think through which group might best fit your availability and desired level of involvement. The full standards review committee will be comprised of a writing workgroup and a review workgroup, both of which will have one chairperson.

Tasks	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sept	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Persons Responsible
Ask State Board for qualified nominees from each Board District	X																	KSDE Staff
Solicit volunteers to join committee	X																	KSDE Staff
Provide list of committee members to State Board		X																KSDE Staff
Online meeting with full committee			X															Full Committee, KSDE Staff
Two-Day in-person meeting to complete first draft (May)					X													Writing group, KSDE Staff
Notify State Board of first draft completion (June or July BOE meeting)						X	X											Writing Chair, KSDE Staff
Develop second draft, based on draft created by writing committee (virtual)						X	X	X	X									Review group, KSDE Staff
Notify State Board of second draft completion (September or October BOE meeting)									X	X								Review Chair, KSDE Staff
Share existing draft(s) and process with field via Annual Conference										X								Committee Reps., KSDE Staff
Present second draft for public comment at four regional public meetings													X	X				Chairs and/or Committee Reps., KSDE Staff
Provide an update to State Board around feedback provided at regional public meetings													X	X	X			KSDE Staff
Develop third draft, based on public comment. (One day meeting, in person)															X			Full Committee, KSDE Staff
Third draft presented to State Board for final comment (possible virtual meetings following this to address Board comments)																X		Chairs, KSDE Staff
Final draft presented to State Board for approval																	X	Chairs, KSDE Staff

Minimum commitment by role, *excluding* conference presentation opportunities:

Role	Virtual (Meetings held in this format will be approximately two hours in length.)	In-Person
Writing Workgroup	1 (2 hours total meeting time)	3 (plus optional Summer Impact Institute and KSDE Annual Conference presentations)
Review/Revision Workgroup	2 (4 hours total meeting time)	1 (plus optional Summer Impact Institute and KSDE Annual Conference presentations)
Committee Chairperson	Virtual meetings as needed for review work	In addition to what is listed above, 3 additional days and 4 regional evening meetings