

Creation of Work Plan

- Review strategic goals
- Feedback on project plan...does it reflect 12/9 discussion?
- Taking the lead on an article: pair of leaders vs. subcommittee? Determine who will lead which article
- Ownership of key tasks:
 - Collection of benchmark data (consultant vs. leaders?)
 - Compiling data “ “
 - Interviewing benchmark officials (consultants vs. volunteers?)
 - Interviewing Newton officials “ “
 - Surveys (volunteer or consultant?)
 - Drafting “ “
- Order of articles
- Time for each article...plan 2 meetings for deliberating on certain articles?
- Define benchmarking group