

**ECAC Timeline and Critical Milestones  
2019-2020**

**\*\*Timeline may be modified and updated as process progresses. Endorsement and presentation request process will be added once finalized\*\***

**Council Meeting 3/6/19:** Needs Assessment

**Council Meeting 6/5/19:**Needs Assessment

Strategic Planning Meeting: 8/14/19	Meeting to prioritize needs, set up need area work groups	
<b>Council Meeting 9/4/19</b>	Begin to identify solutions, finalize work group membership and meeting structure, highlight timeline and critical workgroup milestones.	
September-December Work groups develop draft recommendations	<b>September workgroup deliverable: brainstorming recommendations</b> Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	Steering Committee 9/17: Staff check in with work group, share timeline and December goals
	<b>October/Early November workgroup deliverable: first narrowing of potential recommendations</b> Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	Steering Committee 10/15: staff check in with work group about progress, needed support, readiness for December meeting
	<b>Work groups have the opportunity to submit draft recommendations to steering committee and co-chairs for feedback using the recommendation template, hold 11/19 for steering committee attendance if needed</b>	Steering committee 11/19, 9:00-11:00, discuss work group process and provide feedback
		Co-chair meeting 11/20, review December agenda, provide feedback on work group drafts
<b>Council Meeting 12/4/19</b>	Work group time, review timeline and goals Presentation of draft recommendations, group feedback Review draft report/letter from co-chairs for 2019 report	
December 2019-March 2020	<b>December workgroup deliverable: Flesh out recommendation(s)</b> Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	Steering committee meeting: 12/17 Review progress from December meeting and needed supports before March, finalize recommendation template
	Work groups have the opportunity <b>submit draft recommendations to steering committee and co-chairs for feedback using the recommendation template, hold 1/21 for steering committee attendance if needed</b>	<b>Steering committee meeting, 1/21:</b> discuss work group process and provide feedback
	<b>Late January/early February workgroup deliverable: finalize recommendation draft and presentation</b> Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	<b>February: work groups submit recommendation summaries/templates for review by 2/7</b>
		<b>Steering committee meeting, 2/18:</b> review and organize work group recommendations for co-chair meeting
<b>March workgroup deliverable: revise recommendations and presentation based on co-chair feedback</b> Family support workgroup meeting: Access & workforce workgroup meeting:	Co-chair meeting 2/26: Co-chairs provide feedback on draft recommendations pitfalls, concerns, probability.	

	Suspension & expulsion workgroup meeting:	
<b>Council Meeting</b> 3/11/20	In-depth presentations on recommendations, <b>prioritize/select recommendations to advance to the governor.</b>	
	<b>Late March, early April workgroup deliverable: For selected recommendations: research budget considerations, implementation details, and begin preparing draft report</b> Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	Steering committee meeting, 3/17: Review March meeting and rankings and connect with work groups on needed next steps to flesh out selected recommendations. Communicate selections and send template to work groups after the meeting.
		Steering committee meeting, 4/7: updates from work groups, work on report letter, report facts, planning needs assessment process/September and December agendas
	<b>May workgroup deliverable: submit implementation and budget templates</b>	Documents shared with steering committee for review in advance of 5/5 meeting.
	Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	Steering committee meeting, 5/5: Review and revise recommendation summaries and implementation, budget template and forward to co-chairs. Review and finalize key facts page and letter.
		Co-chair meeting, 5/20: review recommendation summaries and implementation details.
<b>Council Meeting</b> 6/3/20	Final draft of recommendation summaries, implementation/budget details, key facts page, and letter reviewed and approved. Submit to graphics for formatting.	
	<b>June workgroup deliverable: submit final recommendation, implementation and budget templates</b> Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	Steering committee, 6/23: answer any questions from graphics (Formatting and Printing) Work groups submit final rec template Plan September and December meetings
	<b>July-August workgroup deliverable: outreach planning</b>	Steering committee, 7/21: Plan September and December meetings
	Family support workgroup meeting: Access & workforce workgroup meeting: Suspension & expulsion workgroup meeting:	Steering committee, 8/4: work groups submit budget papers by Plan September and December meetings
		Co-Chair meeting, 8/19
<b>Council Meeting</b> 9/2/20	Present final report, begin marketing strategies/discussion Needs assessment/possible speaker:	
		Steering committee, 9/15
		Steering committee, 10/20
		Steering committee, 11/10
		Co-Chair 11/18
<b>Council Meeting</b> 12/2/20	Outreach, needs assessment	
		Steering committee, 12/15