

Natick 360

Honoring Our Past. Planning Our Future.

Strategic Options Weekend Workshops June 8-10, 2007 * Kennedy Middle School



Friday, June 8, 2007 – Kennedy Middle School Auditorium

5:00 p.m. Volunteers assemble; allocate responsibilities; mount signs; set-up activities

PowerPoint: “FOCUS ON NATICK PREVIEW”

6:00 p.m. Registration opens

7:00 p.m. Official event start-time

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7:05 p.m. Welcome, Craig Ross, Co-Chair, Natick 360, and Event Emcee
Welcome, Carol Gloff, Chair, Board of Selectmen

7:15 p.m. Acknowledgement of officials in attendance, Craig Ross
Karen Spilka State Senator
Doug Rubin, Governor’s Chief of Staff

PowerPoint: “MARTHA WHITE PRESENTATION”

7:20 p.m. “Budget Message” by Martha White, Acting Town Administrator

PowerPoint: “STRATEGIC CHOICES WEEKEND PROCESS SLIDES”

7:35 p.m. Review of Natick 360 Strategic Planning Process to-date, Craig Ross
Review Natick Values and Vision Statements, Audience Participation

CHANGE COMPUTERS

RUN MARC DRAISEN PRESENTATION

7:45 p.m. Introduction of Keynote Speaker, David Parish, Co-Chair, Natick 360
Keynote address: Marc Draisen, Executive Director, Metropolitan Area Planning Council

8:30 p.m. Description of Weekend Workshops, Blackerby Associates representative

8:40 p.m. Audience Q&A, Elizabeth Reuthe, Blackerby Associates, facilitator

8:55 p.m. Acknowledge “Favorite Photo” from *Focus On Natick* exhibit: Elyssa Conley
Please complete evaluation form (pink sheet) and leave on registration table by exit
Reminder to bring your registration packet to workshops Saturday or Sunday
Reminder to recruit neighbors to attend workshops Saturday or Sunday
Raffle

9:00 p.m. Adjourn

Saturday, June 9, 2007 – Kennedy Middle School First Floor Cafeterias (3)

- 6:30 a.m. Volunteers arrive; set-up
Breakfast food arrives; set-up
Facilitators arrive, begin training
- 7:00 a.m. Registration opens; participants randomly assigned to a small group of 8-10 people
- 8:00 a.m. Workshop 1 begins
- 10:30 a.m. Workshop 1 ends
Lunch food arrives; set-up
- 11:00 a.m. Workshop 2 begins
- 1:30 p.m. Workshop 2 ends
- 2:00 p.m. Workshop 3 begins
- 4:30 p.m. Workshop 3 ends

Sunday, June 10, 2007 – Kennedy Middle School First Floor Cafeterias (3)

- 6:45 a.m. Volunteers arrive; set-up
Breakfast food arrives; set-up
- 7:00 a.m. Registration opens; participants randomly assigned to a small group of 8-10 people
- 8:00 a.m. Workshop 4 begins
- 10:30 a.m. Workshop 4 ends
Lunch food arrives; set-up
- 11:00 a.m. Workshop 5 begins
- 1:30 p.m. Workshop 5 ends
- 2:00 p.m. Workshop 6 begins
- 4:30 p.m. Workshop 6 ends

Typical Workshop Process

- 7:00 a.m. Registration begins
Participants get handout package
- 8:00 a.m. Participants proceed directly to “small group” (8-12 people per group)
Introductions of facilitator, participants
Overview of ground rules, workshop agenda
Review of Natick Value and Vision Statements (posters)
- 8:10 a.m. Read aloud each of the 29 items on the Strategic Options Summary (poster); as it is read, highlight on your Strategic Options Summary sheet any items that are very important to you
- 8:30 a.m. Break into “tiny groups” (3-4 people per group)
Compare your top 8-10 items with others in your group
Negotiate within the tiny group to create one “top ten list” of strategic options
Mark the tiny group’s list of items on a Strategic Options Summary poster
Rejoin the small group
- 8:50 a.m. Tiny groups report to the small group on their “top ten list”
Facilitate development of small group’s list of top 10-12 items (dots exercise?)
Break into tiny groups
- 9:05 a.m. All tiny groups consider only the 10-12 items on the small group list
Tiny groups divide the 10-12 items into three columns:
 Short-term: Do it right away (years 1-2)
 Medium-term: Do it soon (years 3-5)
 Long-term: Do it later, in a future planning cycle (years 6+)
Rejoin the small group
- 9:25 a.m. Tiny groups report to the small group on their priority list
Facilitate development of a single priority list for the small group
Join the “large group” (36-72 people)
- 9:55 a.m. Large group raffle
Description of next steps in the Natick 360 Strategic Planning Process
Reminder to complete evaluation forms and leave them behind
Small groups report to the large group, addressing why they chose those priorities
Facilitate clarifying questions and answers
Facilitate statements: “What I like about Group ____’s report is...”
Participants use one dot to vote for the group report that best reflects their personal preferences and priorities (may be their own group’s; may not be)
- 10:30 a.m. Adjourn

Friday evening Participant Package contents:

- Natick 360 folder
- 1-page overview of Natick 360 Strategic Planning Process
- Sponsor acknowledgement sheet
- Strategic Options Summary: 2-page spreadsheet with per-household costs
- Strategic Options Document: ≈40-page detailed descriptions
- Strategic Options Worksheet: form for tracking your favorite strategic options
- Evaluation form (colored paper)
- Extra registration form to recruit a neighbor
- Raffle ticket
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Workshop Participant Package contents:

- Natick 360 folder
- 1-page overview of Natick 360 Strategic Planning Process
- Sponsor acknowledgement sheet
- Strategic Options Summary: 2-page spreadsheet with per-household costs
- Strategic Options Document: ≈40-page detailed descriptions
- Strategic Options Worksheet: form for tracking your favorite strategic options
- 5 dots of one color
- 1 dot of another color
- Evaluation form (different colored paper)
- Raffle ticket
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Small group supplies:

- Locator balloon(s)
- Easel
- Easel pad(s) (3M brand)
- 6-8 colored markers (Mr. Sketch)
- 12-15 highlighter markers (Mr. Sketch)
- Roll of masking tape
- Strategic Options Summary posters on wall (1 copy per workshop per station ≈25 copies total)
- Natick Value and Vision Statements posters on wall (1 copy per station ≈6-8 copies total)
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Program supplies

- Signs
- Name badges
- Walk-in registration forms
- Activity props
- Raffle gifts (donated)
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