

Task 5: Determine Music Learning Opportunities

Public Relations Plan Process			
Date	Implementation Tasks	Leaders: Carol Frericks, Melanie Schrand, Kathi Dooley, Cindy Crow	Costs
August 31	Identify end goal. Assign leaders.	Determine the transition from the current music offerings in K-3 and Baldwin to the future K-5 music offerings, including general music and instrumental music.	
September 7	Identify current K-3 and Baldwin music offerings.	Review current general music and instrumental music offerings with the K-5 principals.	
September 14	Consult with K-5 Principals.	Review staffing plan for alignment to general music and instrumental music offerings with the K-5 Principals.	
September 21	Determine others to engage for consultation.	Consult with Kathi Dooley, K-5 principals, and volunteer educators (one per each of the future K-5 schools).	
September 28	Plan for teacher consultation.	Plan for consultation with the K-5 volunteer educators. Determine volunteers and set date and agenda for consultation.	
	Determine the transition from the current music offerings in K-3 and Baldwin to the future K-5 music offerings, including general music and instrumental music.	Recommendation for Superintendent Webb: Approve the following timeline and public relations plan for the balanced music offerings for students in the future K-5 schools.	
Public Relations Plan Recommendation			
Complete the following implementations tasks to ensure balanced music offerings for students in the future K-5 schools.			

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Public Relations Plan – Implementation Tasks			
Date	Implementation Tasks	Leaders: Carol Frericks, Melanie Schrand, Kathi Dooley, Cindy Crow	Costs
October 25	Present recommendation to the BOE for approval.	Mrs. Frericks will provide a brief presentation sharing the Public Relations Plan Process and recognize the QPS staff members who participated in the process. Superintendent Webb will request approval of the Public Relations Plan Recommendation.	
October	Consult with Kathi Dooley.	Discuss music staffing plan and assignment for future K-5 schools. Determine a plan for addressing any consultation concerns.	
November	Consult with volunteer educators regarding music offerings.	Share findings from previous consultations. Gather feedback on current music offerings in K-3 and Baldwin School in relationship to music offerings in the future K-5 schools.	
December	Make recommendation to Superintendent Webb. Determine communication plan regarding music offerings.	Create plan and schedule presentation of recommendation to Superintendent Webb. Execute public relations plan for communication of K-5 music offerings with teachers and parents. Execute communication to parents through K-5 Transition Newsletter with Raquel Piazza.	
Update – January 24, 2018 Board Meeting			
January 19	Present updates to Superintendent Webb.	Implementation tasks have been completed through November. Consultation with K-12 music staff and volunteer educators continue. Create plan and schedule presentation of recommendation to Superintendent Webb in February.	
January 24	Present updates to the Board.	Carol Frericks will provide a brief presentation sharing the Public Relations Plan Process and recognize the QPS staff members who participated in the consultation process. Superintendent Webb will request approval of the Public Relations Plan Recommendation.	
February – March	Make recommendation to Superintendent Webb. Determine communication plan regarding music offerings.	Create plan and schedule presentation of recommendation to Superintendent Webb in February. Execute public relations plan for communication of K-5 music offerings with teachers and parents. Consult with Raquel Piazza and communicate music learning opportunities through K-5 Newsletter in April.	

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Update – May 23, 2018 Board Meeting

May 23	Present updates to the Board.	Carol Frericks will provide a brief presentation sharing the Public Relations Plan Process and recognize the QPS staff members who participated in the consultation process. Superintendent Webb will request approval of the Final Public Relations Plan.
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Task 5: Final Public Relations Plan

Each K-5 learning community will have general music classes for all students. Fourth and fifth grade students will continue to have the opportunity to also participate in instrumental music. A parent letter has been sent home with all K-5 students along with communication in the April K-5 Newsletter regarding the K-5 music learning opportunities. K-3 students will have general music three times a week, with one class focusing on movement and music. Instrumental and general music will be available twice a week for fourth and fifth grade along with a weekly after school session. The All-District instrumental band and orchestra will meet weekly for second-year instrumental music students on **Wednesdays*** after school. Plans have been arranged with the QPS Transportation Department for these second-year instrumental music students to be transported by bus from their K-5 building to a central location for this weekly after-school learning opportunity, and parents/guardians must provide transportation home for students. After-school choir will continue to be available for fourth and fifth grade students in each of the new learning communities. Parents/guardians must provide transportation home for choir students.

*Details for **Wednesday** after-school music learning opportunities, such as beginning dates, start and stop times, and locations, will be available on the QPS website and by contacting the QPS Music Department or each K-5 learning community principal.