10:00 a.m. Welcome
Review Council Meeting Outcomes
Share the CED Survey – Quantitative Data
- Efforts to gather data from the field
- Quantitative data picture
  1. Demographic Data – Who is in the data?
  2. The six recommendations – Clear and concise? Essential to the educator development system?
- Council members note/record (Individually, partners, or small groups) – What do these data tell us? Other points for consideration?
- Share reactions and questions.

10:40 Set up for Qualitative Data analysis
- Structure small groups (3 total) by recommendation
- Establish focus question to analyze open-ended responses – What key themes/categories can be identified from the open-ended responses to assist the Council in enhancing the recommendations?
- Share possible ways for sorting with qualitative data and how to use the recording matrix

10:50 Engage in the Qualitative Data analysis:
- Read through qualitative data statements for the assigned recommendation.
- Organize the comments into at least three themes based on the focus question - What key themes/categories can be identified from the open-ended responses to assist the Council in enhancing the recommendations?
- Record themes and other points for consideration on the Recording Matrix.
Share themes/categories with the whole group.

12:20 p.m. Lunch

12:50 Repeat the 10:50-12:20 process with the three other recommendations – Engage in the Qualitative Data analysis:
- Read through qualitative data statements for the assigned recommendation.
- Organize the comments into at least three themes based on the focus question - What key themes/categories can be identified from the open-ended responses to assist the Council in enhancing the recommendations?
- Record themes and other points for consideration on the Recording Matrix.
Share themes/categories with the whole group.

2:20 Determine next steps –
Do we have a robust enough data picture to finalize recommendations? If so, how should we proceed? If not, what processes and tools need to be employed to gather data?

2:50 Future meeting dates
Plus/Delta

3:00 Adjourn