

## Unification Taskforce Final Recommendation Scope & Sequence

<b>Goal: Create a recommendation for Fully Unifying Willow Creek Academy and Sausalito Marin City School District (BMLK) and present to both the SMCSD board and the WCA board and the community with implementation plan for fully unifying schools in Fall 2021</b>		
<b>Phase 1 (June): Public Study Sessions</b>		
15-19	<b>SMCSD Study Session</b>	<ul style="list-style-type: none"> <li>• Unification Committee Presentation to SMCSD Trustees</li> <li>• Meeting open to the public</li> </ul>
22-26	<b>Unification Task Force</b>	<ul style="list-style-type: none"> <li>• Unification Task Force Meeting</li> <li>• Synthesize Feedback and Updatef</li> </ul>
29-3	<b>Joint Board Study Session</b>	<ul style="list-style-type: none"> <li>• Joint Board study session of Final Draft</li> <li>• Incorporate Feedback</li> </ul>
<b>Phase 2 (July): Staff &amp; Public Feedback</b>		
6-10	<b>Unification Work Groups</b>	<ul style="list-style-type: none"> <li>• Reconvene Work Groups for Feedback on Drafts</li> <li>• BMLK &amp; WCA Staff Feedback</li> </ul>
13-17	<b>Unification Work Groups</b>	<ul style="list-style-type: none"> <li>• Reconvene Work Groups for Feedback on Drafts</li> <li>• BMLK &amp; WCA Staff Feedback</li> </ul>
20-24	<b>Unification Town Hall</b>	<ul style="list-style-type: none"> <li>• Unification Townhall</li> <li>• Unification Task Force Synthesize Final round of Feedback</li> </ul>
27-31	<b>Joint Board Study Session #2</b>	<ul style="list-style-type: none"> <li>• WCA and SMCSD Board study updated plan</li> </ul>
<b>Phase 3 (August-December): Plan</b>		
August	<b>Covid 19 Operations</b>	<ul style="list-style-type: none"> <li>• Collaborate on operations plan for in person school</li> <li>• Admin, Teachers &amp; Staff begin collaboration and Professional Learning</li> </ul>
September	<b>Bargaining Collaboration &amp; Planning</b>	<ul style="list-style-type: none"> <li>• Admin, Teachers &amp; Staff begin collaboration and Curriculum Development</li> <li>• Bargain Unification terms</li> </ul>
October	<b>Collaboration &amp; Planning</b>	<ul style="list-style-type: none"> <li>• Admin, Teachers &amp; Staff sustain collaboration and Planning</li> </ul>

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		<ul style="list-style-type: none"> <li>● Present Final Plan to Board &amp; Community</li> </ul>
November	<b>Ratification</b>	<ul style="list-style-type: none"> <li>● Finalize Planning</li> <li>● Approved by Board</li> </ul>
December	<b>LCAP</b>	<ul style="list-style-type: none"> <li>● 20-21 LCAP</li> <li>● 21-24 3 year LCAP Process</li> </ul>
<b>Phase 4 (January - June): Preparation</b>		
January	<b>Logistics</b>	<ul style="list-style-type: none"> <li>● Finalize Logistics</li> <li>● LCAP Engagement</li> </ul>
February	<b>HR Notices</b>	<ul style="list-style-type: none"> <li>● Notice all staff of fall 21 status</li> <li>● LCAP Engagement</li> </ul>
March	<b>Final Staffing Plan</b>	<ul style="list-style-type: none"> <li>● Guarantee all 21-22 positions</li> <li>● Intent to return</li> <li>● LCAP Engagement</li> </ul>
April	<b>Final Curriculum Plan</b>	<ul style="list-style-type: none"> <li>● Finalize Instructional plan for 20-21</li> <li>● Finalize After School Care for 20-21</li> <li>● Begin hiring for any positions of need</li> </ul>
May	<b>Finalize LCAP</b>	<ul style="list-style-type: none"> <li>● 3 year LCAP submission</li> <li>● Budget</li> </ul>
June	<b>Close Out &amp; Move</b>	<ul style="list-style-type: none"> <li>● Close Schools</li> <li>● Move staff and Equipment</li> <li>● Orientation and Registration for staff, students and families</li> </ul>