

## Schedule for Initial District Clay Improvements Based on Student Survey Input – 2/13/20

Area	Action	Responsibility	Due	Done
<b>Increase Teacher Instruction</b>	Create <i>Beginners Handout</i> with objectives, tips, tracking help	Kerr / Johnson	3/10	
	Create a <i>DCC Demo Request Board</i>	Johnson	2/24	
	Create a reference list of <i>Key Texts and Teacher Favorites</i> in the DCC Library	Czora	2/24	
	Create & post a list of <i>Helpful Online Videos</i>	Kerr	2/24	
	Create general teacher objectives for each class, including demos, Q&A's etc.	Johnson	2/24	
	Create one-pagers on <i>Basic Ceramic Steps</i>	Meltzer	3/1	
	Purchase teacher aprons with DCC badges	Burke/Johnson	3/10	
	Start <i>Second Sunday</i> critiques	Czora	3/15	
<b>Improve Production Turnaround</b>	Create a <i>Visual Tracking System</i> so students/teachers can track their pots as they progress and also see if there is a firing holdup & why. (See new whiteboard across on wall opposite the kilns).	DaSilva	2/11	2/11
	Create a monitoring system so that we can create objectives for moving work through the system that we can share with students (In other words, tell you how long your work should take to get through the system.)	DaSilva	2/11	2/11
	List objectives for getting work through bisque & glaze firings.	DaSilva	3/1	
<b>Improve Glaze Maintenance &amp; Tracking</b>	Track glazes in process on whiteboard and alert student body if issues arise (test tile problem, firing issue etc).	Mark	2/11	2/11
	New Objective: <i>Glaze buckets will be refilled before they get ¼ low.</i> To implement: new glazes will be made once a glaze bucket falls below half full. Glaze will be refilled within a week whenever possible.	Mark	2/11	2/11
	Add 4 colored slips to glaze repertoire	Mark	2/24	
<b>Create Shorter Intensives &amp; Workshops</b>	Add more desirable half day, one day or multi session intensives instead of 2-3 workshops	Johnson	3/10	
<b>Tools</b>	Create an inventory system for keeping tool supplies up to date	Johnson	2/12	2/12
<b>Other</b>	Respond to remaining comments on Survey	Johnson	3/10	