

# MEDFORD PARKS & RECREATION

HEALTHY LIVES. HAPPY PEOPLE. STRONG COMMUNITY.

## Recreation Division Meeting

Monday, July 11, 2016

Santo Community Center

11 a.m.

### Agenda

1. Division Updates
2. Fall program guide planning/content/cover design
3. Summer program evaluation process review
  - Review of CAPRA 10.1 – Systematic Evaluation Process
    - Participant Comment Card distribution
    - Electronic surveys, customization and data entry
    - Lifeguard Comment Card distribution
    - Tie-in to program objectives (CAPRA 6.2)
    - Qualitative and quantitative measurement of data
    - Evaluation Feedback memos
4. ASA Western National Tournament preparations
5. Resource Development Coordinator needs list
6. Time sheet timeliness
7. Around the Table



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