

# SAMPLE AGENDA

## STRATEGIC PLANNING SESSION

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### STRATEGIC PLANNING SESSION AGENDA

[date] | [time]

DOWNLOAD (ACTIVELY LISTEN)	WHO
11:00 Review Agenda	Facilitator
11:10 Ice Breaker	Facilitator Guided
11:25 Vision Cast // Word from Owner	Person responsible for vision
11:55 Celebrate WINS // Where to FOCUS	Facilitator Guided
12:40 Break	
DISCUSSION (OPEN DIALOGUE)	WHO
1:30 Priorities	Facilitator Guided
DECISION (DECISION TIME)	WHO
2:30 Establish Goals for the Next 12 Weeks	Facilitator Guided
4:30 Recap	Facilitator Guided
5:00 End of Meeting	