

Town Meetings  
Harford Business Roundtable and Board of Education of Harford County  
October 27, 28, and 29, 2005:

*Process of Reporting Results*

The following steps were taken to organize and present the feedback from the October 2005 Town Meetings:

- Question responses provided by the public were typed verbatim and sent to the Office of Curriculum Instruction.
- Responses to Questions 1 and 2 were reviewed and formatted for publishing.
- Question 3 responses were interpreted and categories were determined. Some categories were then divided into sub-categories.
- Efforts were made to list each response to Question 3 in the most appropriate category; when a response cited more than one consideration, the first topic was used to categorize it. When a topic applied to more than one category, professional judgment was used to determine the category.
- Responses were quantified and sorted by each town meeting location.
- Tables and charts were created to show results.
- Post-it note votes to Question 3 were collected, typed, and quantified in a table.