Western Region School IPM Implementation and Assessment
Work Group

Priority-Setting Activity

Prior to beginning the facilitator should:
• Have everyone in the room call out numbers 1 through 4 to determine group
designations.
• Pass out envelopes with colored “dot” stickers to each person. Each envelope
should have 3 dots each of 4 different colors. Each color corresponds to a
different topic area.

Orient the Group (read these instructions and answer questions before beginning
the activity):

“Now we come to one of our most important tasks today. The working group is charged
with developing a regional list of school IPM needs and priorities. To facilitate this, we
will break out into four groups to actively develop pest management priorities in different
areas.”

1. Four topics. We have four large writing pads set up around the room. Each one
of these stations is focused on a different school IPM topic: (1) Research needs;
(2) education / outreach needs; (3) barriers to IPM implementation; and (4) pest
issues.
2. Brainstorming (20 minutes). Each group will take a turn, for only 5 minutes, at
each station, and will designate a group member to write down every idea they
can come up with related to that topic. Don’t worry about prioritizing or grouping
ideas. Just write down everything you can think of.
3. After 5 minutes, the groups will rotate, until each group has had a turn
addressing every topic.
4. Streamlining (5 minutes). Whichever group is the last one at each station has
the task of reviewing the full list of needs for that topic. They should combine any
redundant items and clarify any confusing language. This should take 5 minutes.
5. Prioritizing (5 minutes). Once all the needs are all listed and organized, we will
ask each individual to vote for the needs they think are most important in each
category/topic. Each person gets 3 votes for each topic. You will vote by applying
the colored stickers you’ve been given to your top choices in each category. You
can apply 1, 2, or all 3 colored stickers to any listed need, but you only get a total
of 3 votes for each topic area. This should take 5 minutes.
6. Summarizing (5 minutes). Once we are done, we will tally-up the number of
votes and rank the top priorities for each of the four topics. The facilitator will
read off the top priorities for each topic to the group.
7. Discussing. The remaining time will be used for discussion.