

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**  
**Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**School Board Work Session**

**Harris Center for Conservation**  
**83 Kings Hwy., Hancock, NH**

**NO PUBLIC PARTICIPATION**

**Saturday, August 27, 2016**  
**8:30 a.m.**

**MINUTES**

**BOARD**

Myron Steere, Pierce Rigrod,  
Rich Cahoon, Bernd Foecking,  
Stephan Morrissey, Dick Dunning,  
Kristen Reilly, David Martz,

**ADMINISTRATION**

Kimberly Saunders, Supt.  
Marian Alese, B.A.  
Tim Markley, H.R.  
Dr. Rick Matte, Student Services  
Tim Grossi, Facilities  
Brian Grattan, Tech.  
John Jordan, AES/Pierce  
Jim Elder, GBS  
Nicole Pease, DCS  
Nicky Fraley, FES  
Colleen Roy, GES  
Amy Janoch, HES  
Helena Bates, PES  
Anne O'Bryant, SMS  
Brian Pickering, CVHS  
Gib West, CVHS  
Steve Bartsch, CVHS  
Niki McGettigan, TES

**8:30 – 9:00 a.m. Light Breakfast**

**9:00 – 11:00 a.m. – Administrator Presentations of Goals**

- School Board Feedback

Kimberly Saunders reviewed the work session agenda and supporting documents within. Administrator priorities will be outlined and reviewed. Board feedback on presentations will be asked. A presentation titled "Toward Excellence for Every Child" was shared. Becoming a model of educational excellence within 5-7 years is the vision and direction. Foundational and growth stages were defined.

**Elementary Schools:**

CVES Goal: By the spring of 2017, the percentage of K-2 students meeting grade level expectations in math will increase by at least 3%. This goal aligns with the Strategic Plan in several focus areas.

AES, BES, and PES Goal: By Spring 2017, the percentage of students at AES, PES, and BES schools who will score at or above benchmark in reading will increase by 5% or more.

DCS, FES, GES, HES, and TES Goal: By June of 2017, we will identify specific behavioral strengths and needs for 100% of students.

Another goal for these five schools is: By June of 2017, we will develop and implement Tier 1 of a multi-tiered system of support for behavior for 100% of students.

A system to teach children about the behavioral expectations does not exist across the schools. There are expectations school to school but not a consistent plan across schools.

AES, BES, and PES Goal: By Spring 2017, the number of Office Referrals will decrease by 5% from the 2015-16 school year. Discussion took place.

Feedback on the goals was asked for from School Board members. The feedback will be taken and used to strengthen the goals.

The goal is that between 80-85% will perform well within the parameters set.

#### Middle Schools:

GBS/SMS Goal: By June of 2017, we will increase the number of students who score proficient or above in math as measured by SBAC by 4%. Math content and instruction will be reviewed; intervention strategies will be measured. Screening for level of understanding and OGAP will be utilized. Responses to students who need more support will be developed.

GBS/SMS Goal: By June of 2017, we will increase the number of students scoring at the proficient level or above in ELA by 4% as measured by SBAC. Results of SRSD are trickling to the middle school.

GBS Goal: By June of 2017, increase student understanding of the PBIS behavioral expectations as measured by a survey by 15%. Information will be rolled out to students so that they understand.

SMS Goal: By June 2017, we will decrease the number of behavior incidences by 5% as measured by SWIS data. Staff will be supported in the expectation of teaching behavior supports. Staff will bring information back to advisories.

#### High School:

CVHS Goal: By the end of January 2017, 70% of students will earn a 73% average or better in Algebra I part I. By the end of June 2017, 60% of the students will earn a 73% average or better in Algebra I part 2.

Hard data in terms of specific grades were reviewed. This goal is based on base-line data. For math, it is clear that Algebra is the specific area of struggle. Thinking more critically is important and students will be asked for more.

Making connections for students and the relevance of math with real world connections was asked. Mr. Pickering said that assessments are being created to instill interest and passion in math.

CVHS Goal: By June 2017, CVHS will create a civic engagement learning experience that all students will participate in beginning with the Class of 2021. Opportunities for students to create their own goals will be a part of this. Civic and Service will be a component of a Senior Capstone Project. Discussion took place about what this might look like for different students; not all students go to high school for four years. Some graduate a semester or so earlier. Some students identify beyond high school plans and will want no part of this expectation.

Community support is vital to the success of this goal in an authentic way.

CVHS Goal: By June of 2017, 100% of teachers will assess all students on their assigned 21<sup>st</sup> Century Learning Skills utilizing school-wide rubrics measured at least twice a quarter.

#### Sense of the Board:

ATC specific goals were asked for. Mr. Pickering confirmed that it is all connected. It all ties together.

Concern with the ATC seemingly not a priority was shared.

SMART goals on each of the goals as a report out to the board was suggested. Brian Pickering said that it isn't so much a report, it is being in the classroom.

#### SAU Goals:

SAU Goal: By May 2017, the district and school websites will meet 90% of the expectations established. Our public receive their information in a passive way. We want parents and community members to be active partners in the receipt of information. RSS feeds, Tweets, Facebook, and other modes of communication, including our website are all components.

SAU Goal: By June 2017, each employee classification will have a targeted professional development Master Plan. Expanding the existing Professional Development Plan to include all employee classifications and not just teachers, paras, and administrators. This will assist in our staff accomplishing our mission, vision and goals.

Tim Grossi spoke about professional development in terms of the staff he oversees. It will identify specific skill sets and training to maintain schools. Cross training opportunities will be identified.

Brian Grattan spoke about bringing the tech team to work collaboratively rather than departmentally. This will allow the district to be better supported and will require training. Weaknesses need to be addressed through training.

SAU Goal: By June 2017, the Administrative Council Leadership Team (ACLT) will develop three educationally sound models for reconfiguration. There is no consensus in our community about what the configuration should look like in this district. What could ConVal be? Maybe it could be a Pre-K through Associate Degree. It could be a magnet style school. Whatever ConVal could be, hard conversations are needed. Sound models can be brought forward. Work on behalf of the School Board is needed in the communities. Three models will be provided. Equity and feasibility studies by outside organizations are recommended.

#### **11:00 – 12:00 p.m. – Draft Board Goals Review**

The Board broke into groups to work on draft Board Goals.

#### **12:00 – 12:30 p.m. – Lunch**

The Board broke for lunch.

#### **12:30 – 1:30 p.m. – Establish School Board Goals**

Finalizing of goals is needed.

#### **1:30 – 1:50 p.m. – School Board Governance Discussion**

Rich Cahoon proposed that subcommittees meet on a scheduled basis. Our committee meetings move around all of the time. Standing subcommittee meetings should take place regardless of who can attend them, including the Chair of the committee. Rich suggested that set dates come forward at the next board meeting.

Rich Cahoon also proposed that the principals not be required to attend School Board meetings unless needed.

Bernd Foecking suggested that one principal be present at each board meeting.

**Moved and second. Unanimous.**

Points of Pride should be something significant. It should be reported.

Public Comment information should be available at meetings.

#### **1:50 p.m. – Review Primex Report**

- Create timeline for future Primex support

An RFP will be sent out for the financial piece. Parameters will be set. Parameters for the educational side need determination and finalization. Parameters should be done in next 30-60 days. The RFP will be due back at end of September.

Primex should go before the whole board.

Strategic Plan and Education Committees should have a discussion about what is on and off the table.

Invite Primex to second board meeting in September (Primex meeting #1).

Should we look at what the financial impact is before we determine what is off the table?

Primex #2 meeting could take place at first board meeting in November after financials are reviewed.

Configuration and bond discussion needs to take place so that administration is informed as to how the board would like to move forward.

Consideration not to pursue a bond in March include the configuration conversation being incomplete. Programming is still a "black box".

Bond discussion began with science lab discussion, to the tune of several million dollars. We are now at \$4.5 million which is a significant adjustment. ATC programming and other programming have exceeded beyond science labs. It might be hard to sell. NEASC requires us to be working toward science lab needs. Some board members felt that it is a huge mistake to move forward with a bond this year.

Clarify the degree to which we would be spending money to renovate physical spaces and what the impact on educational delivery would be.

Clarification of needs vs. wants is necessary.

What else is out there that needs consideration in a bond? CVHS parking lot? 20 year old elementary school needs?

The board must better understand assessment.

The communication plan is to provide clear tools by use of the community. Once we have a communication plan, we need to exercise it. The Board and District need to be better at communications outside of budget season. Communication messages should be tied to our goals.

Engaging people who are not tied to ConVal is needed. How will the board know if they are reaching populations of people?

It should be a board goal to get the ATC situation straightened out.

Kimberly Saunders asked the board members to send her their bullet points.

**- Non-Public Session: RSA 91-A:3,II (if needed)**

- a. Personnel
- b. Negotiations

The board entertained non-public session right after lunch and reverted back to the agenda above.

**Stephan Morrissey moved to enter into non-public at 12:48 p.m. for student matters. Bernd Foecking was absent from non-public. All others in favor. Motion carried.**

**Stephan Morrissey moved to exit non-public at 1:06. Second. Unanimous.**

**Stephan Morrissey moved to seal the minutes in perpetuity. Second. Unanimous.**

**Stephan Morrissey moved to accept nominations as discussed. Second. Unanimous.**

**David Martz motioned to adjourn at 1:51 p.m. Stephan Morrissey second. Unanimous.**

Respectfully submitted,

Brenda Marschok