CONTOOCOOK VALLEY SCHOOL BOARD

Strategic Plan Committee
SAU Office/Boardroom

Thursday, September 13, 2018
5:30 p.m.

Minutes

School Board Committee Members:
- Pierce Rigrod, Chair
- Richard Dunning
- Bernd Foecking
- Jim Fredrickson
- Janine Lesser
- Kristen Reilly

Present: Bernd Foecking, Janine Lesser, Myron Steere, Dr. Ann Forrest, John Jordan, Kevin Pobst

1. **Call the Meeting to Order**

Janine Lesser called the meeting to order at 5:24 p.m.

2. **Approval of Minutes from August 9, 2018**

Passed over.

3. **Implementation Committee to Develop Consolidation Plan**

Janine Lesser reported that it was decided at the last School Board meeting that an Implementation Committee would be developed and that information as a result would be communicated. It is on the agenda for Tuesday's School Board meeting. Still looking for volunteers; in particular someone with a strength in real estate appraisal.
John Jordan has asked the towns to ask Select board from the nine towns to serve on the committee(s). They need not be a SAC member.

4. **Review of the updated Strategic Plan (the board should approve the revised plan)**

Ann Forrest reported that the Strategic Plan was reviewed at the end of the last school year and approved. The revised plan is posted on the ConVal website.

5. **2018-2019 Strategic Plan Priorities, Items Due, and Budget Items Review**
Ann Forrest reported on items due specific to this year in each of the Goal areas within the Strategic Plan (see attached).
Goal 3 was discussed in terms of holding off on the Multiage Policy until the organizational structure is determined for the future.
Dr. Forrest spoke about new law protecting student privacy. One of the items the district needs
to do is to catalog all of the online subscriptions and make them available for parents to see. It was proposed that the due date for completion of this action item be changed to meet the law. Confirmed.

This piece about online resources and subscriptions is related to the curriculum renewal cycle. We can't wait every five (5) years to update. The former cataloging process no longer works as a result of the abundance of free material available online. Additional discussion took place about the approval process needed before teachers can use online learning software before introducing it to their students. There is a budget implication to use tools that will assist the district in this management software.

In addition to letting parents know what we are using, if the program is collecting data, a privacy statement is needed. If it is collecting student data, the district needs to own the data and approve it in advance.

The initial end date was 8/29/18 suggested for a move to 6/30/19. The district's plan is to address all of the different pieces, including inventory of tools, including assurances. A plan has to come forward for full board approval by 6/30/19.

Discussion took place about a district charter school system. In addition, a district foundation for donation purposes was discussed. Often, the fund would be used for out of the ordinary spending. It would require an independent board to administer. An agreement to define the scope of the foundation would be important. This topic was agreed to be added to the next Strategic Plan Committee agenda.

6. Other Business

None.

7. Adjourn

Bernd Foecking motioned to adjourn at 6:26 p.m. Janine Lesser second. Unanimous.

Respectfully submitted,

Brenda Marschok

Strategic Plan Review

Goal 1	1.1.4 World Language; 1.2.4 & 1.2.5 Revise for Clarity - Self-Contained Classrooms; 1.3.1, 1.3.3, & 1.3.4 Assessment Program and Communication; and 1.4.1, 1.4.2, & 1.4.4 ATC/School Counseling Revisions
Goal 2	2.2.4 Service Learning Opportunities (Past Due); 2.3.2 Create Partnerships with local business 50% (changed to at least one business); Focus Area 2.5 Review and Service Policies; 2.5.3 Create Parent Portal; 2.5.4 Increase access to teacher website; 2.6.2 Actively Select Community members, 2.6.3 501 C-3 for private donations (Past Due, 0%)
Goal 3	Multiage Policy, Organizational Structure, and Space Usage Report
Goal 4	4.1.1 Inventory Building Components (Maint), 4.2.1 Digital Maps of Buildings (Maint/Tech), 4.2.3 E911 Protocols (Tech), 4.2.5 ICS 100 (BA/Maint), 4.3.2 Populate Data Sites (Tech); 4.4.3 Inventory of/Revision of Job Descriptions (Leadership), 4.4.5 Revise policies, practices & job descriptions (HR/BA); 4.7.4 Approved plans in to MLP (HR/PD), 4.12.2 Catalog Online Subscriptions (Tech/LITS/Curr); 4.13.2 Create corresponding rubric for all competencies (Curr/LITS), 4.13.4 Work with stakeholders (Tech Team) to identify existing and upcoming technologies to include in curriculum (Curr/LITS/Tech), 4.14.3 Learning Commons Model, 4.16.2 Review and revise practices and policies as appropriate (LITS/Tech), 4.16.3 Develop curriculum to appropriately deliver content at each level (Curr/LITS)