

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, May 20, 2014**

**School Board Goal Setting Meeting**  
**SAU BOARD ROOM**  
**6:00 P.M.**

**NO PUBLIC PARTICIPATION**

**Minutes**

**BOARD**

Rich Cahoon, Butch Estey  
Tom Ferenc, Joel Green  
Jon Ingram, David Martz  
Stephan Morrissey, Linda Quintanilha  
Pierce Rigrod, Crista Salamy  
Myron Steere, Fiona Tibbetts

Gil Morris, CVEA

**ADMINISTRATION**

Dr. Brendan Minnihan, Supt.  
Kimberly Saunders, Asst. Supt.  
Marian Alese, B.A.  
Tim Markley, H.R.  
Dr. Rick Matte, Student Services  
Dr. Ann Allwarden, AES/Pierce  
Dr. Noreen McAloon, FES/GES/HES  
Ben Loi, PES  
Jim Elder, GBS  
Brian Pickering, CVHS

**1. Call to Order and Pledge of Allegiance**

Butch called the meeting to order at 6:00. The Pledge of Allegiance was recited.

**2. Personnel**

a. Nominations (Approval) – Tim Markley referenced the HR packet in the blue folders;

i. Amanda Bastoni, **Myron Steere moved to accept the nomination as read. Linda Q. second. Unanimous.**

ii. Charles Brault: **Joel Green moved to accept the nomination as read. Linda Q. second, Myron abstained. Unanimous.**

iii. Leander Corman -- CVHS Special Education Administrator.  
Myron moved to accept. Discussion ensued, Myron asked about the salary. Tim described her responsibilities and salary comparison to responsibilities. Leander has worked in both NH and Methuen, MA. Linda would like to hold off till next meeting.

**Linda Quintanilha moved to table this nomination for the next Board meeting. Myron Steere second. No vote needed.**

Vicki Leandri, Scott Daniels, and Liz Lawrence all accepted new positions within the District. These changes do not require Board approval.

**b. Resignations**

- i. Emma Kobeski and Zachary Blake.  
**Myron move to accept the resignation of Emma Kobeski and Zachary Blake. Rich Cahoon second. Unanimous.**

Rich asked if Emma is also resigning her coaching position. Tim Markley will inquire.

**3. Monthly Events Calendar:**

Graduation is on June 14 @ 10:00 am. No calendar changes noted.

**4. Approval of Manifests (Board Vote Required):**

Marian certified that Manifest 23f14049 through 23f14050 and 89 through 93 totaling \$501,069.38 and Payroll 23 totaling \$763,917.46 have been reviewed by her and found to be proper charges against the Contoocook Valley School District for goods and/or services received and have been properly processed prior to their submittal to the School Board.

**Myron Steere moved to accept the manifests as read. Stephan Morrissey second. Unanimous.**

**5. School Board Goal Setting:**

Pierce facilitated the discussion of goal setting. The presentation was based on his distributed agenda. Marian provided a list of the Board goals, going back 8+ years, to see what the Board has done in the past. Pierce presented his PowerPoint.

Review past goals  
Review 13-14 goals  
Forming new goals  
Connecting goals to SAU work  
Evaluating progress  
Next steps

The purpose of goal setting is to identify our strengths and weaknesses.

High-achieving Boards share a vision for both students and staff.

How do our various goals fit together? We have a clear idea of our goals and the data to support and improve. Can we re-evaluate what we do with the information we have?

High-achieving districts: establish a collaborative process with staff and community and establish strong communications.

Monitor goals for achievement and instruction.

SWOT: strengths, weaknesses, opportunities, threats

Pierce reviewed the 2007 goals

Is our high-performing district definition still applicable?

13-14 Goals:

- To become a High-Performing District as defined.  
To provide students with the skills needed to succeed beyond ConVal.

We are no longer using Futuristics Inc. Rich asked about life-time email forwarding for the ConVal accounts, to maintain contact with graduates. We want to continue to receive feedback.

- To support and provide resources for the 13-14 District goals as developed by the Leadership team.

Myron asked about the effectiveness of the process. Pierce indicated this is about resources. There will be a future look at processes.

- A commitment to transparency and open communication... district and public.

Comparison of Board goals with District goals for 13-14.

How do they work together? Myron thinks all goals need to be integrated; Strategic Plan does that.

Myron believes that Board members should routinely visit their select town board. Better communication between School Board and town officials/committees.

Report Card: Who has strong feelings? Rich would like to see us move forward or drop it. When would we do this? Pierce would like us to consider this. How will we get this completed? What is the value of a report card? We should rethink the process. It is time consuming to gather data. Future discussion. Pierce would like to include benchmarks, timelines, and indicators.

We should think about our established goals, as well as what we would like to see. Should we be adding additional measures, related process improvements? Myron feels we should have measureable levels of achievement, for example a budget that is accepted by the public. If we can't measure it, we shouldn't have it.

Lebanon School Board is forming new board goals, which follow:

Operations and governance  
Fiscal management  
Instructional achievement  
Policies  
Facilities

Actions and Priorities

For goals:

Include the specifics, list measures of progress - does it make sense to include in our goals? Yes from Myron and Rich. Line up the objective with the goal. We shouldn't establish a goal in a vacuum. Joel would like us to be able to define the purpose of the goal/process.

Internal assessment – our district is beginning to use (under development).

CVSD Strategic Goals:

1. Maintain high-quality learning environments
2. Establish curricula for life-long learners
3. HQT staff – hire
4. Provide programs that meet the needs of all learners

Pierce shared Hollis-Brookline goals (a lot of time and money went into identifying their goals; 2 years, 2 different consultants).

Next steps: what is the best venue to move forward with the goal setting? Another committee? Myron likes the idea. Board ad-hoc committee?

Pierce presented his focus goal:

To value, promote, and model a unified K-12 district viewpoint

Whose viewpoint is unified? Where is this detailed? How are we ensuring equity and consistency across the District? Piece thinks we might drop this goal if we don't understand it. Linda feels it's clear, maybe the wording could be better.

Brendan: as a Board, think about what is the role of your Board goals. Which one is the Board better suited to promote? Define equity. Joel suggested defining it step by step and identify the inequities, rather than defining equity.

Education equity – equal potential, investment.

Jon: are we clear as a Board what our role in the process is? We set policy. The most effective plans/goals are the ones we can use successfully. And, are they appropriate for the Board to use or is it more SAU administration responsibilities?

Vision formed by SAU, -> initiatives -> processes must be identified before we accept the goal.

What is the identified Board area vs. the SAU ownership? Revisit the strategic plan annually – Jon.

We need to agree on what we have and its importance/relevance.

Where do we go from here for this year? Set goals but keep them simple? And then add the process next year?

Define and accept!

Goals:

1. HPD: Should we be looking at other districts (Exeter) as a HPD. Does this unclear goal do us more harm? Pierce: we should over-achieve. We have to take the metrics for students; HP student achievement, and identify. Point of information?

Brendan was asked what he would do. Students achieving high outcomes for college success, then show measures.

Jon feels that as a Board this is not our job. The Board is responsible for setting policy and raising monies. Rich disagrees with Jon.

**1. Articulate and define a strategic plan and goal setting process that yields a high-quality strategic plan. (How to develop and define the strategic plan and goal setting process.**

In addition to this goal, Butch feels the Board has two more important goals:

- 1. Pass Budget (that all Board agrees on and supports)**
- 2. Develop and negotiate Teachers' contract**

We need people to weigh in at the early stages on any plan, not once it's completed. Pierce will wordsmith the three identified goals and send to the Board for review.

We did not discuss the communication and transparency goal.

Pierce asked the question: what are we are going to measure to define these goals. Who's in favor of looking at objectives and measures? Majority of Board agrees.

How do we engage the public in discussion as to how to gauge our success; what are the indicators...achievement vs. growth...how do we measure success? What does it mean? Pierce would like to define objectives and measures.

Pierce would like to set up a schedule to look at goals on a routine basis.

Linda Q: Reflect on SWOT when looking at the three goals: plan, budget, contract. We need to start thinking about this now.

Pierce will have 30 minutes at next Board meeting for further discussion.

Pierce, Stephan, Jon, Myron, Rich, and Linda have all volunteered to be on the ad-hoc Goal-Setting committee.

Everyone thanked Pierce for his work in tonight's presentation. Butch reiterated that there is a lot more of the good in this district than the bad, even though the paper often reflects on the negative.

Butch congratulated GBS and Jim Elder for their Middle School of the Year award.

This is a reflection of our district and shows the pride of our district.

The Rotary has nominated Nicole Pease (SMS) for Teacher of the Year

Several more Points of Pride were noted:

State Music Festival: an amazing performance – Linda.

Fabi Woods AES, named Antrim Grange Teacher of the Year -- Crista

Great attendance from our schools for the Children and the Arts.  
Letters to the editors, SRSD.

Butch is hoping to limit future meetings to 2 hours.

**6. Non-Public Session: RSA 91-A:3,II (If required) – not required**

**Moved to adjourn, move accepted. Meeting adjourned at 7:53 PM.**

Respectfully submitted,

Carol Arnold