

OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

Strategic Plan Committee  
SAU Office

Thursday, September 3, 2015  
6:30 p.m.

MINUTES

**Present:** Pierce Rigrod, Rich Cahoon, Ben Loi, Myron Steere, Dr. Brendan Minnihan, Kimberly Saunders, Marian Alese

**Pierce Rigrod called the meeting to order at 6:34 p.m.**

**1. Accept Minutes – August 20, 2015**

**Myron Steere moved to accept the minutes of August 20, 2015. Rich Cahoon second. Unanimous.**

**2. Strategic Plan Outline Review (Preamble, Goals matrices, appendices - survey results, focus group summary, profile)**

The Preamble, Goals Introduction were reviewed. Goal (1-4) specifics were discussed.

**3. Goals 1 - 4 review of language and committee comments**

**Goal #1** – Kimberly Saunders reported that she added benchmarks to this goal. External measures were listed with a reason to include them. SBAC, Math & Verbal SAT, AP Results, college acceptance (2 and 4 year), 4 year grad cohort (how many students complete culminating in a high school diploma), and other bench mark grade accomplishments i.e. 3<sup>rd</sup> grade proficiency, 6<sup>th</sup> grade students above 50% percentile, and the number of students taking advanced math courses etc. are external measures.

Discussion took place about measuring success for those students that do not go on to a two or four-year college. The Strategic Plan should reflect the regression of students. Survey results indicated people want rigor, AP course offerings, etc.

A statement about PACE and SWIFT was requested as an addition.

Strategies and action steps that touch more than one goal might be included in a table together as part of a glossary that talks about universal practices.

Kimberly Saunders suggested placing the “what”, “why” and timeline together. The details on how it will be measured and who is responsible could be placed in a different location. The current format was modeled after Hollis-Brookline with an intent to have less dialogue. Several columns might be removed and the information contained elsewhere. An example might be the Financial/Budgetary Support column and the Person(s) Responsible. This information could be contained elsewhere. Confirmed.

A dollar threshold was discussed in terms of what would be included in the budgetary information.

The focus is “what was planned for in the Strategic Plan” first before the monetary pieces related to it. For example, an ice hockey arena would be costly but if it was never planned for, the financial piece is irrelevant; it’s not in the plan.

A suggestion to change the format for Goal 1 and reviewed and then move forward on the other remaining goals was made.

Another suggestion was made to give the big numbers as part of a table, similar to our current Strategic Plan, and link it to other plans to provide the detail i.e. the high school plan, the technology plan.

Triangulation of performance assessment data was discussed. Two methods of assessment rather than a triangulation might be used in the first year.

Discussion about the completion of the Strategic Plan as dependent upon associated plans took place. Since the CVHS Plan and the Technology Plan are linked but not adopted by the board, the Strategic Plan cannot be complete for release. A partial release was discussed.

The Capital Plan and Curriculum Renewal Plan could go to the board in early October.

The ATC and High School Plan as well as the Technology Plan could go to a future Education Committee meeting and then to the full board.

Further discussion took place about youth sports, Fill the Void Theatre project, etc.

#### **4. Assistance to Design Final Plan Document (graphic design)**

A two page flyer sample was shared as a fact sheet. Several print and design company options were shared.

#### **5. Community Forum Planning (logistics)**

Providing survey results to the public was discussed as a starter. People are asking. December public forums were discussed; one at GBS and one at SMS.

#### **6. Timeline to Complete Plan / Next Meeting**

An October timeline was discussed.

The Strategic Plan Committee will meet next on the remaining goals on Tuesday, September 22<sup>nd</sup> at 6:30 p.m.

#### **7. Other**

**Myron Steere motioned to adjourn at 8:26 p.m. Rich Cahoon second. Unanimous.**

Respectfully submitted,

Brenda Marschok