

OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

Strategic Plan Committee  
SAU Office

Thursday, April 7, 2016  
6:30 p.m.

MINUTES

**School Board Committee Members:**

- Pierce Rigrod
- Rich Cahoon
- Richard Dunning
- Bernd Foecking
- Kristen Reilly

**Present:** Pierce Rigrod, Rich Cahoon, Richard Dunning, Beecher Clifton-Waite, Bernd Foecking, Tim Iwanowicz, Kristen Reilly, Marian Alese, Kimberly Saunders, Myron Steere, Dr. Ann Allwarden, Brian Grattan, Brendan Minnihan (6:50 pm)

**Pierce Rigrod called the meeting to order at 6:30 p.m.**

**1. Vote for Committee Chair (Committee Vote)**

Pierce Rigrod opened the vote for Strategic Plan Committee Chair to committee members.

**Dick Dunning moved to nominate Pierce Rigrod as Chair. Bernd Foecking second. Unanimous.**

**2. Approval of Minutes – March 3, 2016**

**Dick Dunning moved to approve the minutes of March 3, 2016. Second. Dick Dunning abstained. Unanimous.**

**3. Student Rep to Committee (Beecher/Pierce)**

Pierce Rigrod reported to committee members that Beecher Clifton-Waite will be graduating in June. Beecher has provided several names of junior students as a recommendation to serve on this committee. He has not heard back from these individuals. As a result, he suggested sophomore students. The search will continue.

**4. Project Management Software (Marian/Brian)**

Project management Software would help keep track of all of the moving parts of the Strategic Plan.

Marian Alese reported that the plan was split into the four goals for input into the software. Goal 2 - Project Overview sample was reviewed.

It is good to track the series of milestones. Decisions and votes can be made and tracked along the way.

Dick Dunning said that as an example, the co-teaching model might be tracked by school so we know who needs support etc.

Kimberly Saunders suggested reporting out by district and that the individual schools be an administrative discussion so that schools don't get singled out. Discussion took place about how goal setting for administrators would play into this. The goal was to create an output that was visual.

## **5. Language to Define Reconfiguration/Consolidation Problem (Committee Review/Vote)**

A "Statement of the Problem" was developed by Dr. Minnihan and shared with Administrators for further development. This is the overriding issue. Some of the work to follow would be to define this in factual terms. What are the equity issues? What are the significant challenges? Why are they challenges? In the end, recommendations that are fact based should be the result.

The committee will make a recommendation to the board on the problem statement. The board would vote on it.

Rich Cahoon said that the funding formula might help solve part of the equity issue.

What does equity mean? What is missing from this statement?

Pierce Rigrod entertained what is missing and how the statement should be reformatted.

Rich Cahoon said that solving the fiscal problem does not necessarily solve the equity problem.

Marian Alese said that providing the best education possible for kids is the same discussion that has been taking place.

The purpose of the statement was to provide a guidepost so that the committee didn't go off in various directions. The goal is equity of educational opportunities.

The statement of the problem now reads:

*"An excellent education, as outlined in the Strategic Plan, includes providing guaranteed, viable curriculum that is equitable in terms of learning opportunities and available services. Our current organizational structure poses significant challenges to the district's ability to provide every child with an excellent and equitable education every day."*

The process will need clarification moving forward.

The board will need to say why the current organizational structure poses challenges. "Why's" need answering. "Must haves" and "wants" need to be discussed in terms of why a specific structure would be better. For example, if there is a mandate that takes away other resources that information should be shared.

**Dick Dunning moved to accept the statement as amended. Bernd Foecking. Unanimous.**

## **6. Priority Plan Implementation Items- tracking / update (Kimberly)**

Kimberly Saunders shared Foundational Goals for 2015/16 and 2016/17 and Growth Goals as well.

Marian Alese reminded the committee that the Peterborough Withdrawal Study will be time consuming and has the potential to put work in buildings on hold. The Withdrawal Study is educational, structural, financial, and organizational and will be time consuming. Research and decisions need to be made quickly. If the committee recommends withdrawal and that passes, we don't have a high school anymore. The likelihood that a bond pass before the withdrawal decision is made is unlikely.

Dick Dunning said that \$20,000 was set aside to support the study.

Dr. Minnihan said that it impacts other discussion such as other consolidation.

Attention could still be put into recruitment and development of staff (imbedded in the Strategic Plan).

Facilities and technology might hold while the potential withdrawal is studied.

No other withdrawal studies exist where the largest town proposes to withdraw.

After the May 11<sup>th</sup> Peterborough vote the School Board will have a larger discussion.

Rich Cahoon asked if any items in the project software have expenditures attached that it be flagged somehow.

Discussion took place about visioning and direction. Do we need a facilitator?

Myron Steere suggested that this be brought to the board and invite them to a meeting where a facilitator would attend a Strategic Plan Committee meeting. For example, Ty Gagne could come to Strategic Plan at the May 12<sup>th</sup> meeting. The Peterborough Withdrawal vote would be known. Other information could be gathered.

The statement would go to the board at the next meeting. A facilitator was put on hold for the May 12<sup>th</sup> meeting.

#### **7. Plan & Fact Sheet (Final Edits & Distribution) (Marian/Ann)**

Taking down the ConVal Strategic Plan page and having simply “The ConVal Strategic Plan” on a page.

The “Fact Sheet” will be printed and the full blown plan as well. Administration will determine the number of copies to be printed. Appendices should not be printed.

#### **8. Other**

Pierce Rigrod spoke about an “Honors Page” on the website. A Communications Committee might take pieces to share to a higher level. A direct way to share with potential residents should be considered. National and State Awards should be highlighted.

Who would be in charge of collecting the various pieces? Seems that the Communications Committee should seek and select items that are considered “High Honors”.

**Rich Cahoon moved that the Communications Committee take on a “High Honors page”. Dick Dunning second. Unanimous.**

#### **9. Non-Public (if necessary)**

None.

**Dick Dunning motioned to adjourn at 7:52 p.m. Myron Steere second. Unanimous.**

Respectfully submitted,

Brenda Marschok