

OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

**Strategic Plan Committee**  
**SAU Office**

Thursday, May 19, 2016  
6:30 p.m.

**MINUTES**

**Attendance:**

- Pierce Rigrod
- Rich Cahoon
- Bernd Foecking
- Kristen Reilly
- Myron Steere
- Ann Allwarden
- Kimberly Saunders
- John Jordan
- John Vance
- Marian Alese
- Tim Iwanowicz

**1. Approval of Minutes - April 7, 2016 (Committee Vote)**

Pierce Rigrod called the meeting to order at 6:32 PM and asked for motion to approve the minutes. Rich Cahoon moved, and Kristen Reilly second. Motion passes.

**2. Progress to Date (Report from Assistant Supt)**

Kimberly explained that it was quite a feat to get information into Project Management software. Now the task is to refine and make sure data are reasonable.

Kimberly explained that she has contacted Scott Spradling about what we would like, but need a deeper conversation regarding the expectations. Discussion ensued regarding a solid plan, a better approach to communicate with the community/public, and how it related to the Communications Committee as well. Pierce thanked Kimberly for looking into the Spradling Group. Pierce asked about a retainer, and Kimberly will get that information as well.

**3. Discussion of Consultant for Plan Item 3.3.1 RFP (including public engagement)**

Toni Flewelling, facilitator from Primex, was available to gather information as to what the District is looking for as a facilitator. Discussion ensued regarding how leadership by a facilitator can be effective. The plan is to find someone to help/lead discussions and public engagement, and provided guidance. Pierce explained that there have been difficult meetings. Would like to see some works and ground rules so meetings do not break down and wander. Rich emphasized that it was very important that the process not be directive. Toni explained that she would also look at item 3c. from the School Board Priorities list and will get back to the Committee. Marian explained that she spoke to Fall Mountain with a District similar to ours, and they have come up with a funding formula. She felt it would be worthwhile to have someone from Fall Mountain come to a meeting and talk about their process. John Vance in attendance as he wanted the Committee to know about the higher level of interest at RiverMead, and that at least twenty RiverMead residents voted against the consolidating study. He explained that there would be more participation/support within RiverMead and will plan to attend more meetings.

#### **4. Clarifying Current Timeline(s) in the Strategic Plan**

Marian distributed the Timeline (attached). Marian explained that the Administrators have a great deal on the list. The schedule of the list depends on what is decided to be accomplished, and then the timeline would get refined. The Committee discussed the process of adding things to the priorities and timeline. Pierce explained it is a living document and things could change. The Committee discussed that any new initiative would have to go to the Strategic Planning Committee first.

Pierce then directed the Committee to the School Board Priorities list.

Marian explained the High School Renovation is in process and they are looking at various reconfiguration designs. Marian and Kimberly will check with lawyers/State regarding the ATC and availability to ConVal.

Kimberly will define ATC renewal cycle with Rosie and John and then a discussion with the Education Committee.

Kimberly stated that the balance assessments be used in a way that improves and guides instruction. The work is extensive and they are identifying what changes would look like. Rich asked if the Spradling Group would help with getting this communication out to the community. That measurement and student achievement are very important to communicate to parents.

Pierce spoke to Partnerships and the importance of building on our partnerships. RiverMead is a good example of new partnership. Kristen asked for clarification. Pierce explained the job would be to look for new partnerships and evaluate the partnerships in place.

#### **5. Engagement of public in updates of the plan**

#### **6. Consolidation/Reorganization (withdrawal vote)**

#### **7. Other**

Marian expressed concern regarding the Superintendent Search. That the Search is not on the timeline and is very time consuming. There was much discussion regarding hiring a firm and time constraints. It was agreed that the full Board needed to make the decision to put the Superintendent Search on the list.















#### **8. Non-Public Session (if needed)**



**Pierce Rigrod adjourned the meeting at 9:12 PM.**

Respectfully submitted,

Denise McLenon

Goal 3				
ID	Task Mode	Task Name	Duration	Start
1	★	3.1 Multi-grade/Multi-age as a philosophy for providing instruction in the community schools rather than a monetary decision.	1413 days	Mon 2/1/16
2	★	3.1.1 Read relevant research documents on the potential educational benefits of multi-grade/multi-age.	1 day	Fri 4/1/16
3	★	3.1.1A Report Findings to Ed Committee	1 day	Fri 4/1/16
4	★	3.1.1B Report Ed Committee Recommendation to Board		
5	★	3.1.2 Make a determination on whether to pursue multi-age/multi-grade as a District practice.		Wed 6/1/16
6	★	3.1.3 Develop policy on use of multi-age/multi-grade classes.		
7	★	3.2 Pursue the notion of a "ConVal Culture."	1413 days	Fri 9/1/17
8	★	3.2.1 Examine existing policy on student request to attend school other than their assigned school.	1 day	Mon 2/1/16
9	★	3.2.1A Bring recommendations to Ed Committee		Mon 2/1/16
10	★	3.2.1B Create process for school approval requests		Mon 2/1/16
11	★	3.2.2 Promote activities that bring the different schools together.		Wed 6/1/16
12	★	3.3 Provide students, families, and community members with different educationally sound structure options	566 days	Wed 6/1/16
13	★	3.3.1 The School District will review different possible school and grade level organizational structures.		Wed 6/1/16
14	★	3.3.2 The School District will share with broader ConVal Community results of educationally sound school and grade- level organizational structures.		Thu 9/1/16
15	★	3.3.3 The School District will develop plan for any changes to school and/or grade level organizational structures.		Thu 6/1/17
16	★	3.3.4 The School District will share with broader ConVal Community the plan for any changes to current school and/or grade- level organizational structures.		Fri 9/1/17
17	★	3.3.5 The School District will implement any change in the organizational structure		Wed 8/1/18

Goal 3				
ID		Task Mode	Task Name	Start
18			<b>3.4 Develop a framework for considering new School Configuration Options.</b>	<b>Fri 4/1/16</b>
19			3.4.1 The School District will develop a process and list of criteria to be applied when considering school configuration and consolidation options.	Fri 4/1/16
20			3.4.2 The School District will share with broader ConVal Community the process and list of criteria to be applied when considering school configuration and consolidation options.	Sat 10/1/16
21			<b>3.5 Consider additional uses for excess space.</b>	
22			3.5.1 The School District will research space usage throughout the District.	Wed 6/1/16 Wed 6/1/16
23			3.5.2 The School District will determine possible uses for excess space.	Sat 10/1/16
24			3.5.3 The School District will develop a process and list of criteria to be applied when considering uses for excess space.	Thu 12/1/16
25			<b>3.6 Finalize plans for renovation of the high school to "improve and cluster" arts and sciences to improve logistics and meet new curricula standards.</b>	<b>Mon 6/1/15</b>
26			3.6.1 The School District will create preliminary documents regarding high school and ATC renovation and space reconfiguration.	Mon 6/1/15
27			3.6.2 The School District will share preliminary documents regarding high school and ATC renovation and space reconfiguration.	Sun 11/1/15
28			3.6.3 The School District will prepare bond for renovation work at the high school and ATC.	Sat 10/1/16
29			3.6.4 The School District will share bond information regarding high school and ATC renovation and space reconfiguration.	Sun 1/1/17
30			<b>3.7 Financial Impacts / analysis of cross subsidies.</b>	<b>Wed 6/1/16</b>
Page 2				

Goal 3				
ID		Task Mode	Task Name	Start
31	 ?		3.7.1 The School District will develop criteria for an impact study in the event of proposed consolidation of schools.	Wed 6/1/16
Page 3				