

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Strategic Plan Committee  
SAU Office/Boardroom**

**Thursday, September 8, 2016  
6:30 p.m.**

**AGENDA**

**School Board Committee Members:**

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

- 1. Approval of Minutes – August 11, 2016**
- 2. Strategic Plan Update (K. Saunders)**
- 3. Debrief - Board Retreat - Review Timelines for Facilitated Meetings, Analysis, etc.**
- 4. Educational Equity - Vendors & Parameters to Consider (status) M. Alese**
- 5. Configuration Vendor - Financial (RFP Due Sept 30) - Next Steps**
- 6. Facilitation Services - After Primex (Status) M.Alese**
- 7. Hutter & School Bond - Tasks/Updates (M. Alese)**

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**Thursday, August 11, 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 (6:43 p.m.), Kimberly Saunders, Dr. Ann Allwarden, Marian Alese, Myron Steere, Riley Young, Gail Cromwell, Ed Juengst, John Jordan

**Pierce Rigrod called the meeting to order at 6:31 p.m.**

**1. Approval of Minutes - July 13, 2016**

**Rich Cahoon moved to accept the minutes of July 13, 2016. Pierce Rigrod second.**

**2. Review of July 13, 2016 Committee Report (P. Rigrod)**

Met with Scott Spradling of Spradling Group who will be working on regular communications for the district. A plan will be developed for regular communications as well as crisis communications.

Having Selectmen participate in the process is part of the plan.

Configuration process includes facilitating Primex. A financial analysis on equity is next and will be followed by an educational equity analysis.

The bond was discussed at the last meeting to secure large capital needs for the district.

**3. Strategic Plan Progress Update (K. Saunders)**

The SAU is keeping a project plan on software to gauge progress.

Kimberly Saunders reported that for the most part we are on track. Percentages of completion will be evident as progress moves forward.

Assessment was discussed; can be anything from a teacher check in for understanding to rigorous standardized testing.

**4. Configuration Options - Financial (e.g., Fall Mt Structure & Local Elementary Financing)**

A copy of the Fall Mountain Articles of Agreement was shared in terms of reviewing various models.

It was noted that it is complicated and presents more questions than answers. Funding formulas were discussed. ConVal is a single district cooperative. Others are multiple districts and a cooperative.

Board makeup and potential membership options were discussed should the district change.

What is the current problem? Some feel that there is inequity with the funding formula.

**5. Configuration Technical Consultant (Vendor list and Scope of work for RFP / M. Alese)**

A Request for Proposal to study the Funding Formula and Financial Services was reviewed. The services to be performed (#4) was reviewed which outlined the scope of the work being asked.

Deliverables (#5) as a result of the proposal were reviewed as well.

Obtaining an unbiased report is important.

"State financial aid" was added to item 4a.

This study will be paid for with consultant fees or general fund monies.

Transportation should be included in 4a; it was excluded from other determinations however, would be part of this analysis.

"4d. Comparable School Districts" is difficult because ConVal did not compare to other districts in many ways. Special education costs were discussed. They should be considered in the analysis.

A pre-bid conference will take place so that questions could be answered and asked.

Area per student costs might be considered and be compared to what is actually being paid. Whatever assumptions the analysis would include must be shared to see if they make sense.

The task is to determine if things are equitable now and moving forward. A context on the past would be helpful but not an in depth analysis of former years. The consultant might provide insight as to how many years back should be considered.

This will be brought to the next Board meeting on August 23<sup>rd</sup>.

Comments should be sent to Marian Alese by the end of the day tomorrow, Friday, August 12<sup>th</sup>.

## **6. Facilitation Services Consultant (Vendor list and scope of work) /M. Alese**

Potential vendors for consideration are being gathered.

## **7. September Hutter Report & High School Bond (status) / M. Alese**

Marian Alese reported one change needed to proposed plans. She hopes for a preliminary plan with hope that whole package will be available by the first week in September. Some of the ATC space would be reclaimed and other classrooms moved around.

The plans might be available by the next board meeting.

Do we own the ATC space now? We are obligated to use the space as ATC space forever. Marian will talk to the State about the funding piece. Scope is science labs, reclaiming of ATC space, shifting around of some classrooms and classroom renovation. Each piece would be isolated.

The educational justification is needed as part of this proposal.

Will legal be asked to determine if the State is accurate that we don't own the ATC space and that the State is no longer going to fund it? Confirmed.

Program advisories should be in place to weigh in on future programming for the ATC before the bond proposal.

## **8. Other**

Pierce Rigrod shared that he wrote a summary article of the work of this committee on reconfiguration. He will share it with the committee for input and forward it to the newspaper.

**Motion to adjourn at 7:49 p.m. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok