

**CONTOOCOOK VALLEY SCHOOL DISTRICT**  
Office of the Superintendent of Schools  
106 Hancock Road, Peterborough, NH 03458-1197

**ATC COMMITTEE**

December 13, 2018

SAU Boardroom

7:00 PM

**Agenda**

**Committee Members:** Richard Dunning, Jim Fredrickson, Stephan Morrissey (Chair), Kristen Reilly, Pierce Rigrod, and Jerome Wilson

**Strategic Plan Action Steps Aligned to the Applied Technology Center (ATC)**

**1.4.3** The School District will review the present ATC offerings in relation to workforce projections and make appropriate programmatic changes.

**1.4.4** The School District will collaborate with other community organizations and businesses to provide extended learning opportunities.

**2.2.3** The School District will create local internships related to Applied Technology career paths.

**2.3.2** The School District will create partnerships with local businesses.

- 1. Approval of November 8, 2018 Minutes**
- 2. Review Status of State Report**
- 3. Nashua Community College Update on Progress**
- 4. Program Vision**

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Office of the Superintendent of Schools  
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**ATC COMMITTEE**

November 8, 2018

SAU Boardroom

7:00 PM

**Minutes**

**Committee Members:** Richard Dunning, Jim Fredrickson, Stephan Morrissey (Chair), Kristen Reilly, Pierce Rigrod, and Jerome Wilson

**Present:** Jim Fredrickson, Richard Dunning, Stephan Morrissey, Pierce Rigrod, Jen Kiley, Dr. Ann Forrest

**Strategic Plan Action Steps Aligned to the Applied Technology Center (ATC)**

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**1.4.4** The School District will collaborate with other community organizations and businesses to provide extended learning opportunities.

**2.2.3** The School District will create local internships related to Applied Technology career paths.

**2.3.2** The School District will create partnerships with local businesses.

**Stephan Morrissey called the meeting to order at 7:06 p.m.**

**7:00 Approval of September 13, 2018 Minutes**

**Pierce Rigrod moved to accept the minutes of September 13, 2018. Stephan Morrissey second. Stephan Morrissey amended the minutes on page three to reflect that Kimberly Saunders is the backup and Ann Forrest is the lead for this committee. In addition, in the same paragraph, Stephan's last name was misspelled. Stephan Morrissey moved to accept changes. Jim Fredrickson second. Dick Dunning and Pierce Rigrod abstained. Motion carried.**

**7:05 State Report**

- Review Region 14 Monitoring Letter (see attached).

The pieces that need the most attention are included in page 5 of the Monitoring Letter; findings, corrective actions needed, and recommendations and commendations are detailed.

Discussion took place about RSA188-E:3. Jen Kiley reported that structure and space purchased with specific funding would remain for ATC purpose in perpetuity.

Further discussion took place about the thought that there was a specific period of time i.e. 20 years where the space became that of the district's discretion.

The ATC was built in 1996, second last to be built. ConVal is up for renovation in 2024/2025.

Space needs to be used in the best interest of students.

Building/Construction Trades review was noted as significant. Jen Riley reported that there is a plan underway to remediate the issues. Progress is already evident. Flexibility in setting dates for remediation have been given.

Regional Advisory Committee (RAC) will meet next in January.

Jen Kiley reported that she is waiting for a recommendation from RAC on the findings and how the district wishes to remediate. For example, the RAC has an action item that everyone who attended will bring a friend to the next meeting.

Inventory – anything that belongs to the district has to be inventoried.

The Corrective Action Plan was shared in template form. Ms. Kiley has work underway to populate the document.

In terms of space, a formal agreement needs to be agreed between the Superintendent and the DOE.

- Share ideas/decisions that have come out of the Program Advisory Committees.
- Next Steps

Stephan Morrissey spoke about an interest in preschool in the district. Of the sixteen CTE sites in NH, fourteen have a preschool. In addition, he has an interest in outboard and marine engine work/repair. There was considerable support from Yamaha at one point. It could be a stepping stone to a career.

The role of the Program Advisory Committee (PAC) is instrumental in this discussion. RAC approves new program, PAC advises.

CTE Programming is open to sophomores with the exception of engineering, which is open to freshmen.

### **7:35 Update on Partnership with Nashua Community College (NCC)**

Ann Forrest reported that there is a meeting scheduled next Tuesday to finalize the courses being offered, advertising, and confirming an Open House and registration. Courses would begin in January.

### **7:45 Other Updates**

**Pierce Rigrod motioned to adjourn at 7:49 p.m. Dick Dunning second. Unanimous.**

Respectfully submitted,

Brenda Marschok