

OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
106 Hancock Road  
Peterborough, New Hampshire  
CONTOOCCOOK VALLEY SCHOOL BOARD

**Strategic Plan Committee**

Wednesday, April 22, 2020  
4:00 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/89076653634?pwd=NGkxTlZvOGhTYVZrY0RtcmpFajVnUT09>

Meeting ID: 890 7665 3634

Password: 9bG0mf

Phone: +1 312 626 6799 US

Meeting ID: 890 7665 3634

Password: 725302

**Minutes**

**School Board Committee Members:**

- Alan Edelkind
- Katherine Heck
- Niki McGettigan
- Kevin Pobst
- Robert Short, Jr.
- Tim Theberge

**Present:** Alan Edelkind, Katherine Heck, Niki McGettigan, Kevin Pobst, Robert Short, Jim Fredrickson, Dr. Kimberly Saunders, Cari Christian-Coates, Tim Theberge (4:38 p.m.)

**1. Call Meeting to Order**

**Dr. Kimberly Saunders called the meeting to order at 4:02 p.m.**

**2. Organizational Meeting**

Kimberly said that this is an organizational meeting.

The first order of business is to elect the Chairman.

**Kevin Pobst moved to nominate Tim Theberge as Chairman.**

There are no specific rules in terms of length of time on the board required to be Chair of a subcommittee.

Selection of a date and time, on a regular interval, is helpful for meeting. Discussion took place about what interval this committee should meet. Kimberly felt that this committee will have work required on a monthly basis.

Meeting on the second Thursday of the month at 5:00 p.m. was selected.

Tim Theberge Chair, Niki McGettigan as Vice-Chair will be confirmed.

The SMART Goal of the Strategic Plan is to Develop and disseminate a new Strategic Plan for the ConVal School District by July 2021.

Kimberly said that a stakeholder group should be developed that might include a member of a Select board, a parent, staff, community member among others. It is up to this committee.

The next step is to develop a vision, mission, and core value statement. Focus groups would be created from that. Does the committee want to hire a facilitator to conduct a survey and/or facilitate? Or, do we want to do it ourselves? We need to survey the whole community.

Ultimately, this will be the Strategic Plan of the Board. This committee has a lot of say as to what goes in the plan and what does not. The more inclusive, the more supports and understanding of what is going on in the district. The goal is to try to find a way to include the entire community in a well-developed process. The first decision point is really about the completion date for the plan.

Niki McGettigan shared the history of the timeline of the last planning of the Strategic Plan. She said that she felt that completion by July 2021 might be too optimistic.

Kevin Pobst spoke about competing energies prohibitive to getting this work done. He suspected that large participation would not gain until the spring/summer of 2021.

Laying out a process and participants in the Spring of 2021 was seen as favorable.

Cari Christian-Coates spoke about ConVal 2025. They are focused on five domains. The district has focused primarily on Domain Two; Multi-leveled System of Care. She spoke about the FIT and FIA surveys for various stakeholders. Goals are set based on that information. Cari said that she wondered if this committee could look at some of that material to see if it was beneficial.

Kimberly said that if this committee could set a date of completion for a new Strategic Plan, she can rework the goal and look deeply at what steps are needed and how we want to take those steps.

Kevin Pobst spoke about opportunities to get work done outside of this committee and said that could be written off for this spring and summer. A more likely timeframe would be June of 2022 for completion. Kimberly said that she felt that would work and would allow time for a really deep dive to look at information. The process could be really clear and involve a fair number of people and focus groups.

Niki McGettigan agreed that June of 2022 was a good goal for completion.

Cari Christian-Coates said that if we decide to focus on five domains, ConVal 2025 has already dug deeply into one of the domains. The five domains are (research based): Administrative Leadership, Multi-Tiered Supports, Instruction/Curriculum, Family Participation, and Policy.

Kimberly looped the committee back to the Chairman discussion. Tim Theberge agreed to be Chairman of the Strategic Plan Committee. Niki McGettigan would serve as back-up. Meetings will be on the second Thursday of the month at 5:00 p.m.

Infrastructure was a part of the past plan, Niki wanted to make sure that this remained important.

Kevin suggested, as a first step, that a review of the former Strategic Plan to determine what has been completed. This, along with SWIFT pieces will be discussed at the May 14<sup>th</sup> meeting.

### **3. Other**

None.

**The meeting adjourned at 4:52 p.m.**

Respectfully submitted,

Brenda Marschok