

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**  
106 Hancock Road  
Peterborough, New Hampshire

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Strategic Plan Committee**

**Thursday, February 17, 2022**  
**7:30 p.m.**

**Physical Location: SAU #1 Board Room**

**Agenda**

**School Board Committee Members:**

Tim Theberge – Chairperson  
Tom Burgess  
Alan Edelkind  
Katherine Heck  
Greg Kriebel  
Kevin Pobst

- 1. Call to Order**
- 2. Approval of Minutes – January 20, 2022**
- 3. Review/Discussion of Subcommittee Analysis of Survey Results**
- 4. Next Steps – Focus Groups**
- 5. Other**

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**CONTOOCCOOK VALLEY SCHOOL BOARD**

**Strategic Plan Committee**

**Thursday, January 20, 2022**  
**6:00 p.m.**

**Physical Location: SAU #1 Board Room**

**Minutes**

**School Board Committee Members:**

Tim Theberge – Chairperson  
Alan Edelkind  
Katherine Heck  
Kevin Pobst  
Greg Kriebel  
Tom Burgess

**Present:** Tim Theberge, Alan Edelkind, Kevin Pobst, Greg Kriebel, Tom Burgess, Dr. Kimberly Saunders, Dr. Ann Forrest, Lori Schmidt, Cari Christian-Coates, Ben Moenter

**1. Call to Order**

**Tim Theberge called the meeting to order at 6:07 p.m.**

**2. Approval of Minutes – December 16, 2021**

**Kevin Pobst moved to approve the minutes of December 16, 2021. Alan Edelkind second. Unanimous.**

**3. Review/Discussion of Subcommittee Actions**

Dr. Kimberly Saunders reported that the survey is complete. Question stems were used. The preview of the survey was previously sent to the Strategic Plan Committee; there are four (4) total.

**4. Review/Discuss Questions for Survey**

Kimberly Saunders suggested that committee members take the survey and make comments along the way. Sunday is the cutoff date to take the survey.

Dr. Ann Forrest reported that there may be an issue with entering into the comment box. When doing so, it prompts one to sign in.

Committee members took the survey to look for issues and to make comments.

Pinning the column headings was suggested so that they followed the questions.

Parent survey, question #2, includes a comment asking for a definition. A more generic question was preferred.

Cari Coates asked why there were only four wellness questions. She referenced the staff survey while looking at wellness questions.

Grades 7-12 students will be surveyed.

Updates will be made.

## **5. Next Steps**

The comments will be reviewed and then the survey will be released. Leveraging the community forum by announcing the survey in conjunction with the release of the survey will occur. Committees will review the survey. Focus groups will follow; in person and separate Zoom meetings in March. The information from focus groups and surveys will be followed by the larger lift of this work.

At the next meeting, a data protocol to review the data will be discussed. Themes in the data will be sought.

## **6. Other**

None.

**Tim Theberge adjourned the meeting at 6:47 p.m.**

Respectfully submitted,

Brenda Marschok