



Timberlane Regional School District Minutes

Type of Meeting	Strategic Plan Board Committee
Date	12/21/23 Meeting called to order at 5:34 PM
Facilitator	Mark Pedersen and Brie Woodworth
Attendees	Justin Krieger, Sandy Allaire, Kelley Brooks, Ginger Drechsel, Fran DeCinto, Lucy Canotas, Karl Ingoldsby Kim McCormick arrived at 5:42PM.
Agenda	Previously disseminated and posted online.
Notetaker	Kelly Salovitch

<p>Approval of minutes from 11/16/23 Request to email drafted minutes to Strategic Plan Committee before meetings. Revision to 11/16/23 minutes to add: "for Full-day K" in COVID notation.</p>
<p>Motion to Approve the 11/16/23 meeting minutes as amended by: McCormick Seconded by: Woodworth</p>
<p>10 in favor; 0 opposed; 0 abstentions</p>

TOPIC: Update to Strategic Plan Progress Tracking Doc	
Discussion:	<p>Learning Bucket: Allaire presented the following: -Sandown team sent their group to Hampstead Central to learn about their Universal Design Learning work. -They are actively planning the January professional development day to focus on K-12 content areas, e.g. K-12 math, K-12 ELA. -Elementary groups have met to discuss their state assessment data, performance of subgroups, and the actions to take in response to the data. -Need to schedule Performance Matters training for grade 6-12 educators.</p> <p>Personnel Bucket: -DeCinto presented: Anticipated attendance at the UNH job fair. TRSD will have a job fair after the budget is approved. -Krieger presented: He will be drafting an introductory letter to union leaders and administration to organize an advisory committee to discuss securing and retaining staff. Currently, there is a standing agenda item of showcasing students and staff to the School Board. Proposal to add a prospective agenda item for the School Board specifically aimed at academic learning.</p>



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	<p>Community Bucket: Drechsel presented: There are monthly PTA/PTSA meetings to organize parent/student school events and these events are communicated through several outlets such as Twitter, IG, Facebook, District calendar, Timberlane TV, Vimeo, and SmugMug. There is a need to develop a subcommittee to engage the community.</p> <p>Facilities Bucket: Ingoldsby: Upcoming items include reviewing NESDEC’s projected enrollment analysis and the facilities’ needs to house the students. He located a 2008 assessment of the district’s buildings; discussion ensued if there were pieces of the 2008 assessment that held value and to look at what we have done since 2008. The report did not recommend keeping the Middle School. McCormick suggested creating a shared drive for the Strategic Plan, CIP, Construction and Facilities Committees to be able to share information which will assist all committees in moving toward the “big picture”. Through EEI, Banwell Architects were contracted with and they are assessing our educational spaces and needs at the Middle and High School (they started to begin an assessment, but were instructed to halt. Now, they are starting back up). Krieger questioned what is the will of the Board and community, and what we are going to do? He does not suggest engaging in another study.</p>	
Action Items		Person Responsible / Deadline
	Discuss the structure and organize workflows for a Facilities/CIP/Construction Committee	JK & KI

TOPIC: ThoughtExchange Survey		
Discussion:		
	<p>Pedersen and Allaire drafted a ThoughtExchange survey for staff to gather input on their learning space needs and how to engage students in learning. They are in the process of reviewing the drafted ThoughtExchange survey for staff. Woodworth requested to also send a survey to the community. Discussion continued regarding the balance of how much data is needed. Woodworth requested to remove the option to select “role” from the survey as only the location is needed. Pedersen showcased a previously disseminated ThoughtExchange survey sent to the community to present the options and feedback a ThoughtExchange survey can receive. Since the timeline for the Banwell assessment to be completed will take months, the next step is to get the staff’s perspective.</p>	
Action Items		Person Responsible / Deadline
	ThoughtExchange for Staff to determine context and dissemination. Remove “role” from selection option.	Sandy/Mark



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TOPIC: Facilities Continued	
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Discussion:	Brooks detailed how students at a school she was once employed at wore GoPros to display their learning environments from their perspectives.
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TOPIC: The Golden Circle	
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Discussion:	Pedersen provided a synopsis of the book, <i>The Power of Why</i> , by Simon Sinek. He drafted a map of connecting the buckets from the Strategic Plan and how to connect the dots. He suggested the Strategic Plan should be a guiding vision for the district, not a list of tasks.
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Observers	DeCinto motioned to adjourn the meeting; Ingoldsby seconded 10-0-0.
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Adjournment	Meeting adjourned at 6:32 PM.
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