

**Regional School District No. 17**  
**Board of Education**  
**Strategic Planning Subcommittee Minutes**  
**Co-Chairs: Prem Aithal & Jennifer Favalora**

A meeting of the Regional School District No. 17 Strategic Planning Subcommittee was held on August 15, 2022 at 4:00 p.m. via Google Meet.

**Subcommittee Members Present: Co-Chair Jennifer Favalora, Co-Chair Prem Aithal, Superintendent of Schools Jeffrey Wihbey, Laurie Kimbrel (HYA), Peter Sonski, Hamish MacPhail**

**Subcommittee Members Absent: Suzanne Sack, Shawna Goldfarb**

1. **Call to Order/Opening of the Meeting:** The meeting was called to order at 4:04 PM by Prem Aithal (Co-Chair)
2. **Approval of Minutes:** Due to lack of quorum of July 11, 2022 meeting attendees, the approval of minutes was tabled until next month's meeting.
3. **Strategic Priority Teams Update:**  
Superintendent Wihbey and Laurie Kimbrel (HYA) gave an update of the summer meetings with teachers, staff, and administration, which are focused on work plans to implement the strategic goals and objectives that were approved in May. Earlier in the day, Superintendent Wihbey and Laurie Kimbrel hosted an implementation plan meeting from 8:00-3:00 to discuss strategies, strategic measures, timelines, accountable parties, and other variables. Superintendent Wihbey indicated that the work is approximately 90% completed. The Board will be able to review this output in the upcoming weeks and the intent is to have the strategies approved by the October Board meeting.

The committee also discussed the strategic planning subcommittee in general and proposed to keep the committee in place for another year while the mechanisms are put in place to present, track, and monitor the progress of each of the four goals. The committee intends to cycle each of the four goals for regular updates to the Board to ensure that focus remains on the strategic plan over the next five years. There will also be a posted dashboard upon completion of the third phase that the community will be able to use to monitor along.

4. **Discussion of Objective 2.1:** While the implementation phase of the strategic plan process is driven by the District, there are certain objectives where Board strategies can be implemented, namely objective 2.1: “Ensure effective governance through a high-functioning Board of Education.” Prem Aithal reviewed a draft version of the Board Strategies that can be implemented not only in objective 2.1 but also other objectives as well. Key strategies focused on professional development, onboarding, efficiencies, compliance, systematic by-law and policy review, communication, building community partnerships, and developing a process to strategically invest in District facilities & technology. These strategies, once reviewed by the Board Chair, will be cascaded to the full Board for review.
5. **Communications and Presentations of Final Plan:** The committee discussed a video centered along the strategic plan that will feature students, members of the community, and staff members.
6. **Adjournment:** Meeting adjourned by Prem Aithal at 4:57 p.m.