

Regional School District No. 17
Board of Education
Strategic Planning/Communications
Subcommittee Minutes
Co-Chairs: Prem Aithal (Strategic Planning)
&
Shawna Goldfarb (Communications)

A meeting of the Regional School District No. 17 Strategic Planning/Communications Subcommittee was held on Tuesday, September 5, 2023, at 5:00 PM in the Central Office Board Room.

Subcommittee Members Present: Prem Aithal (Co-Chair), Jennifer Favallora, Lisa Connelly, Shawna Goldfarb (Co-Chair), Suzanne Sack, Hamish MacPhail, Nelson Rivera, Corey Roberts, Kathy Zandi, Peter Sonski (virtual-5:19 p.m.)

Other Attendees: Superintendent Jeffrey Wihbey,

Subcommittee Members Absent: Joel D'Angelo

1. Call to Order/Opening of the Meeting:

The meeting was called to order at 5:04 p.m. by Prem Aithal (Co-Chair).

2. Key Dates for Master Plan

Prem Aithal and Board Chair Sack discussed important upcoming dates to the master plan process, which includes a TBD date for upcoming joint meetings with the Town's Board of Finance and Board of Selectmen, upcoming community conversations and open houses, and a special meeting of the Board to discuss the master plan.

3. Board Subcommittee Goals Review

Prem Aithal discussed the importance of aligning subcommittee goals to the strategic plan and the Superintendent's priorities for the year. As a result, the subcommittee discussed and identified an appropriate oversight committee for each Superintendent priority, and the

subcommittees agreed to submit revised goals, incorporating that work, a week before the next Board meeting and discussing at the next full Board meeting.

4. Subcommittee Structure Discussion

The subcommittee discussed at length thoughts on the current subcommittee structure that moved from two full Board meetings a month down to one full Board meeting a month, with subcommittee meetings two weeks before the full Board meeting. Several items were discussed: 1) moving 2023-24 meetings (post 1/1/2024) to 5:30 p.m. start times; (2) adding a virtual option to every subcommittee meeting; (3) using every non-Board meeting Tuesday of the month for sub-committees, and (4) adding recommended time on agendas to keep meeting times from going over time.

5. Board Self-Evaluation Process Discussion

In the spirit of continuous improvement occurring within the District and on the Board, a review of a CAFE Board self-evaluation form (Connecticut Association of Boards of Education) was reviewed. The intent is to identify strengths and opportunities for growth with the Board and incorporate improvement actions in subsequent years. It was agreed to have each Board member complete the self-evaluation by October 31, 2023, as an interim update, and Prem Aithal agreed to analyze the data and synthesize the results.

6. District Improvement Plan Reporting Process

Prem Aithal indicated his intent to sunset the Strategic Planning subcommittee by the end of the calendar year and incorporate a regular review of the District Improvement Plan into the full Board of Education meetings. He reviewed a proposed document with the Board that calendared a proposed schedule where, at most, two priorities would be discussed at each full Board meeting.

7. Adjournment:

The meeting adjourned at 7:03 PM.