Regional School District No. 17

Board of Education

Strategic Planning/Communications

Subcommittee Meeting Minutes-REVISED

Co-Chair: Prem Aithal (Strategic Planning)

Co-Chair: Shawna Goldfarb (Communications)

A meeting of the Regional School District No. 17 Strategic Planning/Communications Subcommittee was held on December 20, 2023, at 5:30 PM in the Central Office Board Room.

Subcommittee Members Present: Prem Aithal, Jennifer Favalora, Shawna Goldfarb, Lisa Connelly, Suzanne Sack (virtual joined 5:41 PM)

Subcommittee Members Absent: None

Other Attendees: Superintendent Jeffrey Wihbey, Jennifer Voegtli

1. **Call to Order/Opening of the Meeting**
   Prem Aithal called the meeting to order at 5:39 PM.

   A motion was made by Jennifer Favalora and seconded by Shawna Goldfarb to move item #7 Subcommittee goals to #2A on the agenda. Motion passed.

2. **Approval of Prior Meeting Minutes**
   Jennifer Favalora made a motion to approve the prior meeting minutes, and Shawna Goldfarb seconded the motion, and the meeting minutes were approved.

2a. **Subcommittee Goals**
   The proposed subcommittee goals for Strategic Planning and Communications were discussed. Regarding Strategic Planning, the subcommittee discussed moving some items (i.e., Dashboard) to the Communications subcommittee and others to the Personnel & Evaluation subcommittee. In addition, the term "Critical Measures of Success" was changed to "Strategic Metrics" to make it consistent with other documents moving forward. The subcommittee also discussed aligning agenda topics of both Board meetings and subcommittee meetings to the objectives of the strategic plan within the agenda. In

addition, the subcommittee discussed establishing a calendar for the current school year and beginning to discuss the 2024-25 subcommittee goals.

3. **Board Self-Evaluation**

   Prem Aithal introduced the findings and data from the Board Self-Evaluation that was completed by 10 of the 11 Board members at the end of October. The Board planned to discuss this as a whole during the Strategic Planning Workshop scheduled for Saturday, January 6, 2024. The subcommittee decided to exclude any proposed solutions for growth opportunities until the Board meets and brainstorms as a group.

4. **Strategic Metrics Package**

   Prem Aithal presented sample pages of the strategic metrics package that would be discussed during the upcoming Strategic Planning Workshop. The slides included each of the metrics, the target for the metric, why it is important, how it is calculated, and insights. In addition, the slides included when the metrics typically would be updated and when the Board would see it, whether at the Winter Strategic Planning Workshop, Summer Strategic Planning Workshop, or DIP/CIP presentations in October.

5. **Board Planning Session in January**

   The subcommittee briefly discussed the agenda for the upcoming Strategic Planning Workshop scheduled for January 6, 2024. The topics included would be Master Capital Planning, Board self-evaluation, Strategic Metrics, and other items.

6. **Master Plan Communication**

   The committee discussed types of media, ways to reach the community, and reaching out to the owner's rep, Arcadis, to begin creating and distributing information.

7. **Adjournment**

   The meeting adjourned at 7:11 PM.