MSD of NEW DURHAM TOWNSHIP

School Board Work Session Minutes
December 12, 2016

Those in Attendance:

Board Members
Wayne R. Hodge
Lynn M. Wilson (arrived late)
Genevieve R. Hisick
Mark D. Parkman
Gurpreet Singh

Staff
Dr. Curtiss Strietelmeier
Alissa Schnick
Brian Ton

Call to Order
Board President Wayne Hodge called the meeting to order at 6:00 p.m.

Pledge of Allegiance
Board President Wayne Hodge led the Pledge of Allegiance at 6:00 p.m.

Roll Call
Roll call was taken by Board President Wayne Hodge with all members present (Lynn Wilson on the way).

New Business
A. Overview of Strategic Planning

Superintendent Dr. Curtiss Strietelmeier introduced Facilitator Desila Rosetti for an overview of the strategic planning, including purpose for the next two (2) meetings on December 15, 2016 and December 19, 2016. She reported focus groups made up of students, parents, teachers and community members, as well as interviews with staff and school board members provide insight on where the school corporation should be going as an organization. Their responses were turned into analysis of strengths, weaknesses, opportunities, and threats, including other survey data. She reported from this data, the board will develop three (3) to five (5) big goals with timetables for year 1, year 3, and year 5. She reported the administration will have the most to accomplish on actionable items. The school board is involved with feedback and accountability, and other items to be completed for school improvement.

She reviewed the strategic plan process with the mission and vision completed in the fall of 2015. She provided focus group answers with names removed so identity could be protected. Discussion ensued regarding the focus group document and who, how, and when focus groups were completed. Discussion included emphasis on the big picture to focus on the future. The group facilitators, Superintendent Dr. Curtiss Strietelmeier, Secondary Principal Alissa Schnick, and Elementary Principal Brian Ton reviewed group themes and patterns with in-depth discussion. The facilitators also reviewed various focus group questions and answers. After discussion, questioned how comments were reviewed with sample size worry. The facilitator reported there was a good number of responses with discussion. There were answers from each of the focus groups with different responses.

Facilitator Desila Rosetti stated the next steps are to come up with big ideas to be pulled from the focus group responses. Ms. Rosetti made themes from the focus groups, however, the school board can develop items into other big ideas. Discussion ensued regarding inconsistency regarding dress code issues from teachers and administration. A question and answer period followed.

The analysis of strengths and weaknesses, as well as opportunities and threats is an important part of the strategic planning process. The environmental factors internal to the school system are classified as strengths or weaknesses and external factors are classified as opportunities or threats. Analysis of the strategic environment is referenced as a SWOT (strengths, weaknesses, opportunities, threats). The SWOT analysis provides helpful information to match the resources and capabilities to the operating environment.

Ms. Rosetti reported the task for the next strategic plan meeting is to look over focus group responses, look for big ideas, and other items that stood out. Another area of focus is to review the strengths, such as school resources and capabilities to be used as a basis for developing a competitive advantage. The absence of certain strengths could be viewed as a weakness. The external environment analysis may reveal new opportunities for growth and changes in the external environment may also present threats to the school corporation. The analysis of strengths, weaknesses, opportunities, and threats will be sent to facilitator Desila Rosetti for tabulation. She reported strengths and weaknesses are internal and opportunities and threats are external. All of these patterns can be taken from focus group responses. Discussion ensued on the gap analysis with a question of what excellence looks like. Discussion ensued regarding the current gap state and how to place it in our strategic plan.

Adjournment
The meeting was adjourned at 8:01 p.m.

Next Meeting Date: **December 14, 2016**
Regular School Board Meeting

Vicki Hannon
Board Secretary

1-18-17
Date