

Shepaug Valley Regional School District No. 12  
Long Range Planning Committee Meeting  
Minutes  
November 2, 2016

1. Call to Order -  
Meeting came to order at 6:05  
The following committee members were present:  
Anthony Amato, Alan Brown (Chair), Jennifer Pote, Peter Tagley, Rebecca Devine,  
Michelle Gorra  
Also present:  
Patricia Cosentino, Cathy Colella, Teresa DeBrito, Kim Gallo, Emily Judd
2. Approval of September 15, 2016 Minutes  
Motion: P. Tagley; Second: A. Amato; Vote: Unanimous, except for two abstentions –  
R. Devine and M. Gorra.
3. Panorama Surveys
  - a. Timeframe Adjustments:
    - i. Teacher survey timeframe – too short for teachers. Need to be five days, Monday to Friday.
    - ii. Student survey timeframe – need to be administered in classes to avoid crosstalk and contamination. Will need a script for teachers to use to deliver survey.
    - iii. Family survey timeframe – two weeks, with reminders.
  - b. Administrator (not teacher, not non-certified teaching staff) survey necessary. A. Brown will request from Panorama.
  - c. Language created by K. Fildes to preface surveys was reviewed and accepted.
4. Strategic Planning Process
  - a. Facilitator
    - i. A facilitator will be hired to guide the process. A. Brown will research consultants.
    - ii. A. Brown will check with B. Giesen to determine budget available for facilitator.
  - b. Timeframe and composition
    - i. February LRPC meeting – review survey data with facilitator and plan process
    - ii. March LRPC meeting – commence process with large “super group” including representatives from greater community: parents, town leaders, and residents otherwise not directly affiliated with the school.
    - iii. Further meetings will either convene the LRPC, or a larger group that will include teachers, parents, community members but that will not be as large as the inaugural “super group” forum.
5. Next meeting (January)  
T. DeBrito Presentation of findings on International Baccalaureate program.
6. Meeting adjourned at 6:53. Motion: P. Tagley; Second, A. Amato; Vote, Unanimous.