I. Call Meeting to Order: Meeting called to order by DeBois at 4:00 p.m. DeBois requested a moment of silence for Dylan O’Hearn, a Rivendell student and the son of Ann O’Hearn, Rivendell’s elementary school counselor, who suffered a tragic accident recently and passed away. Moment of silence observed. Ricker, a friend of the O’Hearn family, spoke briefly about Dylan and offering the family support. Harris announced there is a celebration of life being planned at Westshire on August 18th in the evening. He also reported that the Rivendell school community has already been reaching out and offering support to the family, students and community. Harris plans to speak with Mrs. O’Hearn personally soon.

II. Introduction of New Samuel Morey Principal: DeBois introduced and welcomed Michael Foxall. Board then introduced themselves and Foxall spoke briefly of his own history in education. Harris spoke highly of Foxall and being pleased to have him work at Rivendell.

DeBois thanked Avery for letting the Board meet at Lake Morey Resort and providing dinner.

III. Review and Edit Expectations for this Retreat: DeBois requested the Board look over the agenda to review the expectations and if they had an edits. There were none.

IV. Superintendent Search:
   - Assign Search Committee: Committee will be two Board members (Blanchard & MacDonald), 3 administrators (Harris and administrators will select), two REA members (Harris and REA President will select), two community members (selected by Gladstone for VT and Blanchard for NH with advice from other Board members) and two RA students (selected by Gelenian).
   - Committee will pick their own chairperson. Harris did not think he should be on committee but will work on the process.
   - Process: Harris and administrators will screen applicants’ materials initially for interviewing, then bring to Search Committee. Will also bring all applicants’ materials for Committee to briefly review to ensure someone didn’t get overlooked. Committee will then interview.
   - Begin Date: November, before Thanksgiving.
   - Advertising: Ads to be out before Christmas. Suggestions of places to advertise were - SchoolSpring, website, Journal Opinion, Valley News, Concord Monitor, Manchester Union Leader, Burlington Free Press, Times Argus/Rutland Herald, EDjobsNH, Education Week. Harris and Perryman will handle advertising.
   - Salary Range: Dependent on FTE percentage and experience – not set.
   - Length of Contract: Negotiable – from one to three year contract. Gladstone thought it should be at least a two year contract.
   - Job Description: Have job description used for hiring Harris. Harris will look at it regarding any changes. Discussion on percentage of FTE, decided at least .6 (3 days/wk) to perhaps .8 (4 days/wk) May advertise as .6 to .8 FTE. Job description will be sent to Board to review.
   - Target Date: Harris suggested a target date of March 15, 2017, to have person hired, with a start date of July 1, 2017.

V. Marketing:
Harris reported that Mary Rizos would be receiving a letter of agreement with the District for community outreach position. Board expectations of position: Telling Our Story and how Rivendell is different and better than other schools.

- Presentations (#1 priority)
- Videos - “A Day in Life at Rivendell”, focusing on exhibitions and student work at RA and elementary schools
- Printed Material – redoing RA brochure and creating elementary brochure, e-Book, Bios
- Alumni Connection
- Media Relations
- Real Estate Agents
- Accomplishments
- Social Media
- Grant Writing

Lyndes said it would probably take at least 2 or 3 months to accumulate material. Items discussed were: Facebook, local media, general outreach to other school boards, community and real estate agents; print materials and canned presentations such as PowerPoint with raw figures/data, goals, test results, accomplishments, etc. and printed hardcopies also, students speaking on radio. Harris suggested having Rizos come to the next Board meeting regarding what she can accomplish and her ideas.

VI. Strategic Plan:
Ricker was concerned about ADM for the first 40 days of 2016-17 as he knew of at least seven students who would not be in District at that time for various reasons. Harris will report back to Board in September regarding the perimeters of counting of students. Areas of concern and to work on:

- Student Count
- Cultivate relationships
  - Specialized resources (talking with other schools)
    - Transportation – Harris to have John Jakubens run analysis on sharing buses
    - Food Service
    - SPED (speech pathologists, OTs/PTs, ESL)
    - Drivers Education – Harris to review cost to non-Rivendell students
    - Elementary World Languages (time, money, free resources) tabled until budget time with more discussion prior.
    - Extracurricular activities and Specials in school (music, art, robotics) – brainstorming with other Boards for more opportunities for students; Ricker will explore with Thetford and MacDonald will explore Oxbow with Sarah Copeland-Hanzas

Break for dinner and administrators (Cole and Gelenian) left.

VII. Transact Any Other Business Needing to be Transacted:
Meal Plan Increases - Brief discussion on what meal prices were now and need for Free and Reduced sign up to be promoted more to parents. Action: Motion made to approve meal prices with RA breakfast from $2.10 to $2.50 and elementary from $1.70 to $1.90. Lunch to remain the same at $2.95 (Ricker, Lyndes) Approved. Board requested that letter from Food Service Director to parents be sent to Board in the September Board packet.

Hiring Approvals/Teacher Nominations: Brief discussion on hiring the 5/6 grade elementary teacher, RA school counselor resignation and elementary school nurse resignation. Action: Motion made to hire Sara Klinkenberg as an elementary teacher (5/6 grades) at Samuel Morey Elementary School. (Lyndes, Ricker) Approved. Action: Motion made to accept with regret the resignation of Cindy McLaren (RA School Counselor) effective immediately and Marnie Cash-Rondeau (School Nurse) with her last work day as August 31, 2016. (Lyndes, Avery) Approved. Harris stated he was impressed with the hiring and caliber of candidates being hired, even with the late hires. He stated...
open positions at this time were a Special Education Teacher at SME, the aforementioned School Nurse (elementary) and RA School Counselor.

Brief discussion regarding a request from Dick Paulson, CFO, to set up a bank account for the Fencing Club to receive donations at Wells River Savings Bank. **Action:** Motion made to set up a bank account at Wells River Savings Bank for the purpose of accepting donations for the Rivendell Fencing Club. Withdrawals for the benefit of the Fencing Club shall be signed by the Rivendell Treasurer and account is to be closed when funds are exhausted. (Lyndes, Ricker) **Approved.**

VIII. **Executive Session:** None.

IX. **Adjourn:**
**Action:** Motion made to adjourn. (Ricker, Lyndes) **Approved.**
Meeting adjourned at 6:49 p.m.

Recorded by:
Penny Perryman, CEOE
Executive Assistant/HR Manager

Note: All Board votes were unanimous unless noted otherwise.