

**RUTLAND PUBLIC SCHOOLS**  
**RUTLAND CITY PUBLIC SCHOOLS – FINANCE/PLANNING COMMITTEE MEETING**  
**May 18, 2021**

**Committee Members Present:**

Charlene Seward, Chair  
Ann Dages  
Alison Notte  
Tricia O'Connor

**Also Present:**

Superintendent Bill Olsen  
Assistant Superintendent Rob Bliss  
Director of Finance Ted Plemenos

**Other Board Members Present:**

Dena Goldberg  
Kevin Kiefaber  
Stephanie Stoodley

The meeting was called to order at 6:31 pm.

CALL TO  
ORDER

CFO, Ted Plemenos thanked continuing and new members of the Finance/Planning Committee for their work. He noted approaching the strategic planning process by means of a conversation starter, raising questions for consideration and determining measures of the success of the strategic plan.

He presented on Planning for a Strategic Plan (as a decision making tool and forecasting certain key elements.) Key points presented included: Observations about planning, jargon (focus on terms and scope that make sense,) types of plans (annual budget, multi-year goals, business plan, SWOT and strategic plan,) key challenge (figure out appropriate scope, level and approach,) choices (deliverables, stakeholders, plan owner, plan custodian, elements) and the use of an external facilitator (RCPS has had positive experiences with outside experts – ie: NEASC and Marzano Resources.) Mr. Plemenos advised that the VSA has flagged Battelle for Kids (for developing a Portrait of a Graduate and vision for 21<sup>st</sup> Century Learning (cost of about \$20K – with implementation plan around \$37K.) He noted that Rutland Regional Medical Center has engaged Helms & Co. to facilitate its strategic plan and asked Superintendent Olsen and Assistant Superintendent Bliss to speak to the PEI (Performance Excellence Initiative) framework (2017 – 2018) and Battelle for Kids.

STRATEGIC  
PLANNING  
PRESENTATION

Assistant Superintendent Bliss advised that, 4-5 years ago, the Board reached out to the Community collecting over 900 data points which were culled down to the mission, vision and performance indicators. He advised that the reporting of all of the points of interests became so big that it was hard to get arms around it. All of the points were very valuable in terms of telling the District's story and the current vision and mission were built using PEI. It is a good foundation. It was difficult to collect the data and report out on it, but the work was good and authentic.

Superintendent Olsen noted that the Battelle for Kids organization (out of Ohio) has done work with two other Vermont schools. He advised that they start with what you want a graduate to be and go backwards to figure out how to get to that point by use of the strategic planning process. The organization presented to regional superintendents. This is a qualified option to consider.

Mr. Plemenos noted that the Administrative Team is starting to look at strategic plans from: Lexington, MA Public Schools (2019 – 2024), Houston Community College and the University of Arizona. He noted potential next steps, including: researching potential third party facilitators for consideration in September, recap lessons learned from the District's previous PEI, benchmark and recap best practices and results from other places or other suggestions from the Committee.

Discussion revolved around: PEI (implementation lacking elements of putting it into practice, as more of a proficiency in education plan rather than a full strategic plan, inability to tie into succinct measurable goals, input from community) strategic plan, starting point for strategic planning and breaking down by departments/main core segments.

**STRATEGIC  
PLANNING  
DISCUSSION**

Mr. Plemenos will develop and distribute main divisions for strategic planning prior to the next Committee meeting.

Commissioner Stoodley noted her experience of a walk through at Rutland Middle School being disheartening. She advised that one of the elevators is not ADA compliant and concern regarding issues with the Music Room.

Adjourn at 7:01 pm.

**ADJOURN**

Respectfully Submitted,  
Betty A. Kapitan, Recording Secretary