

HLA Strategic Planning Meeting

Minutes

November 7, 2016

Bettianne convened the meeting at 2:30 p.m.

Present at the meeting: Bettianne, Melanie, Mike, Anni, Bernd, Amber, Lynn, Sean

Members reviewed the minutes from the last meeting and Bettianne disseminated a new DRAFT strategic planning format for discussion that included the topics from previous sessions.

Members discussed goals for strategic planning to include the following:

1. Agree on topic/issue areas
2. Determine the key goals for each area – measurable
3. Determine any past history or activities that impact the planning – start with time in the new building
4. Determine roles of planning members and assign duties

After reviewing the DRAFT document members confirmed inclusion of the following categories and made assignments for each area:

1. Curriculum – Anni
2. Policy Development – Bernd
3. Technology – Lynne
4. General Maintenance - Shawn
5. Staff Development (staff roles) – Amber
6. After school program - Mike
7. History – Bettianne/ Melanie (with other members contributing) - overview of what has been accomplished toward improvement of building and grounds since purchasing the building

After discussion, the group decided to rearrange our strategic planning format to conform to that of the SBAC. Bettianne will reformat the DRAFT document and send it to all members prior to the next meeting.

Agenda items for upcoming meetings include:

1. Review new format and determine any new/missing information
2. Discuss any additional information/discoveries provided by members in the areas assigned
3. Write goal statements for each plan category
4. Begin prioritizing and discussing each category of the plan
5. Other as identified

Meeting adjourned at 5:15 p.m.

Next meeting: Rescheduled to: Thursday, December 8, 2016, at 2:30 p.m.