

**WILTON-LYNDEBOROUGH COOPERATIVE  
STRATEGIC PLANNING SUB COMMITTEE MEETING MINUTES  
THURSDAY, SEPTEMBER 6, 2018  
WLC M/H School Conference Room**

Committee Members: Chair Jonathan Vanderhoof, Jennifer Bernet, Harry Dailey, Carol LeBlanc, Lisa Post.

*Present: Jonathan Vanderhoof, Jennifer Bernet, Harry Dailey, Lisa Post.*

**I. CALL TO ORDER:** Chairman Vanderhoof called the meeting to order at 7:07 p.m.

**II. PUBLIC COMMENT:** Public not present.

**III. Approve Meeting Minutes:**

*A Motion was made by Jon Vanderhoof, Seconded by Harry Dailey to accept the August 23, 2018 minutes as written.*

**IV. Discussion of Strategic Planning Topics:**

**a. Food Service**

The Committee discussed the quote for non-disposable food service items and questioned if there is enough time between breakfast and lunch to for washing dishes and if this option would require additional staff. The Committee will request the Food Service Director, Bob Deignon attend the next Committee meeting to educate the committee on logistics and processes: buying, preparing, serving along with employee training needs. The third-party provider, FreshPicks Café, option was reviewed and committee members agreed it would be good to visit schools that use the service in addition to having them come to our district for an assessment and cost estimate. Training of current Food Service personnel was discussed.

**b. Calendar**

The Committee discussed the possibility of adding three half-day teacher workshops onto current half day schedule, as well as, shortening or eliminating February vacation and having one vacation the first week of April.

**c. Administrative/Staffing Structure**

There was continued discussion regarding a change to the Middle School configuration, in addition to looking at a Department Head model at WLC MS/HS versus the Assistant Principal position and the connection between the two options. We will receive feedback from a committee of teachers and administrators at the mid-October Joint Budget Session.

**V. Discussion of Next Steps:**

**a. Information Needed:**

- i. Food Service Director to attend the next meeting
- ii. Contact FreshPicks Café to obtain a site visit and quote

**b. Deadlines**

- i. 5<sup>th</sup> Budget Session: Curriculum, Line Item, Grants, Food Service, Revenue

**VI. Schedule Next Meeting:**

- a. Thursday, September 13, 2018 at WLC M/H School

**VII. Adjournment:**

*A Motion was made by Mr. Dailey to adjourn the meeting; Seconded by Mrs. Post. Voting: All Ayes. Motion passed.*

Respectfully Submitted,  
Lisa Post