

**KEENE HIGH COMMITTEE**  
**Superintendent's Office**  
**MAY 23, 2018**  
**Annotated Notes**  
**3:30 p.m.**

Present: Alan Genovese, Superintendent, Kevin Bazan, Valerie Cole, Valerie Carey

There apparently was some confusion regarding the starting time of the meeting as well as whether the meeting was actually going to occur. It was agreed at the last meeting that the May 23rd meeting was going to be held at 3:30 p.m. instead of 4:30 p.m. and the notice reminding people reaffirmed the meeting was at 3:30. It was also agreed at that time the May 23rd meeting would be the last meeting and the June 12<sup>th</sup> meeting would be canceled. The Superintendent reminded his Administrative Assistant (on May 23<sup>rd</sup>) the June 12<sup>th</sup> meeting was canceled and she so reminded participants. It appears that people may have not carefully read the email cancelling the meeting for June 12<sup>th</sup> and assumed the cancellation was for May 23<sup>rd</sup>. Val Carey and the Superintendent waited until 4:30 pm in case people were confused on the start time. K. Bazan and V. Cole arrived and a review of topics proceeded at 4:30 p.m.

- I. Review of March 28, 2018 Minutes – A review of the minutes confirmed the above.
- II. Senior Night – May 24, 2018 at 6:00 p.m. – K. Bazan and V. Cole reviewed the itinerary for the evening and recognized Christy Frazier for all the work she does to make this event successful.
- III. Statement of Purpose - It was noted The Statement of Purpose has been approved by the School Board.
- IV. Overview of year with Keene High – V. Carey shared the connection made with Keene School District in aligning curriculum and focusing on competency standards. It is anticipated this will continue next year and having our calendars aligned will facilitate this collaborative relationship.

K. Bazan indicated he would like the administration to continue working on preparing our students for Keene school in a variety of areas, including, instruction, curriculum, homework, and so on. V. Cole noted that students need support learning how to manage time, develop organizations skills and develop other habits of the mind. V. Carey shared that the new Spanish teacher has a Keene High Spanish Teacher as her mentor, will be reviewing middle school textbooks purchases to align with Keene High School, and is developing a curriculum that will flow seamlessly from our middle school into 9<sup>th</sup> grade. V. Carey also shared that people are using Google Docs. In grades 6.7. and 8<sup>th</sup> grade to share information in real time and set priorities. Keene High School is a PACE School and is adopt9ing the 3C competency standards. It was agreed that middle school preparedness would be a main topic in the coming year.

- V. Vice Principal Responsibilities – It was noted that the Vice Principal may be a significant participant in the advancement of students’ preparation. His or her role will be assessed depending on knowledge and skill of the successful candidate.
  
- VI. Partnership with Keene Guidance Promoting Scholarships – It was noted that efforts will be made to work with Keene High Counselors in promoting Scholarships available to students.
  
- VII. Support for Completion of College Applications in Winchester – It was also noted that perhaps Winchester might host an application workshop in the evening, whereby parents will be given assistance in completing all the necessary college application paper work in applying and completing financial information. This can be a daunting task and it might be helpful if we could offer this assistance at the Winchester School.

- VIII. Presentation Review – Discussion of Middle School Program – V. Carey provide a brief overview of efforts to date. This will be continued next year.
- IX. Membership – Participants were going to be asked if they were willing to continue serving on this committee next year. K. Bazan and V. Cole expressed interest. Other members were not present and will be able to sign up in the Fall if interested.
- X. Adjourn – Discussion ended at 5 p.m.