

ROCKFORD BOARD OF EDUCATION
ROCKFORD, ILLINOIS
Meeting Minutes

BOARD
APPROVED

MAY 12 2015

Rockford Public Schools

Swedish American Hospital
1401 East State Street
Fourth Floor Board Room
Rockford, IL 61104
Saturday, April 25, 2015

1. **Call to Order – President Kenneth Scrivano called the Quarterly Strategic Planning meeting of the Rockford Board of Education to order at 8:30 a.m.**

Roll Call

Board Members:

Present: President Kenneth Scrivano, Vice President Jude Makulec (dept. 11:18 a.m.), Mr. Tim Rollins, Dr. Michael Harner, Mr. Michael Connor, Mrs. Laura Powers

Absent: Ms. Lisa Jackson

Administration: Superintendent Dr. Ehren Jarrett, Assistant Superintendent Ms. Vicki Jacobson, Assistant Superintendent Dr. Chip Hickman, Assistant Superintendent Dr. Dan Woestman, Assistant Superintendent Mrs. Anke Bradley, Chief Human Resources Officer Mrs. Linda Lumpkin, Chief Operations Officer Mr. Todd Schmidt, Chief Communications Officer Mr. Earl Dotson, Jr., Inside Legal Counsel Mrs. Lori Hoadley, Executive Director of Budget & Finance Mrs. Stacie Talbert-Scott, Executive Coordinator Mrs. Roberta Edwards, Recording Secretary to the Board Ms. Laura Fromm

Absent: Deputy Superintendent Mr. Matt Vosberg

Guests: Mrs. Dawn Granath, REA, Mr. Paul Goddard, REA, Ms. Kimberly Maville, Illinois Center for School Improvement

2. **Petitions & Communications**

There were no speakers.

3. **Action Planning Update**

A. Action Planning Update

Dr. Woestman gave an overview of activities that have taken place since the Strategic Plan was approved by Board members. Action teams have been formed with REA and administrative personnel. Each action team is co-led by a member of the administration and REA member. Co-Leaders received the Plan-Do-Study-Act (PDSA) training and templates. Action teams have met to being the PDSA. Key indicators and action plans will be presented to the public after Board review. These will be integrated into a measurement system before implementation in July, 2015.

4. **Strategic Plan Key Indicator Review**

A. Strategic Plan Key Indicator Review

Dr. Woestman led Board members with reviewing indicators for each goal, using the same process for each goal. Beginning the Goal 1: Growth & Achievement., each member was asked to review the indicators, then use the Goal Reflections worksheet to rate the indicators and measures. Approximately 5 to ten minutes was allowed for each Goal. When complete, Board members discussed their ratings. Administration and Board members used the same process for all goals. Below are the results of the discussions.

Goal 1 – Growth & Achievement

Ensure students are college and career ready

- *Key Performance Indicator definition for setting needs to include “other teams.*
- *1.d – 1.m – State and District Assessments need growth definition.*
- *1.1 - 1.3 – System-Level Measures add achievement gap measure.*
- *1.4 – better measures are needed for Social Emotional Learning at Individual and Setting Level Measures.*
- *1 – Number of students taking all assessments is needed.*
- *1.3 – add third grade reading level as a measure.*
- *1.3. – add ACT scores as a measure.*

Goal 2 – Engaging Partnerships

Engage families and the community as vital partners in the education process

- 2.1 – Measures to PTOs
- 2.1 – possibility of additional measures. Can the District reach out and determine if parents aren't engaged.
- 2.1 – add "tardies" to Individual-Level Measures
- 2.1 - Setting-Level Measures changes
 - Change name to Student Climate Survey
 - Add referral cycle time – perhaps in audits
- 2.2 – System-Level Measures – add Discipline Audits
- 2.2 – change "parent" to "home" in Individual-Level Measures.
- 2.3 – add to Setting-Level Measures
 - List and types of organizations
 - Demographic information for volunteers
 - List of schools served
- 2.c - Parent Engagement Survey is not a leading indicator.

Goal 3 – Optimal Climate

Ensure a productive and satisfying climate for learning and teaching

- 3.3 – Setting-Level Measures change – Teacher Survey to Teacher Collaboration Survey
- 3.4 – Change name of indicator to "Operational Environment".
- 3.4 – Setting-Level Measures – add IT Metrics and IT Survey.
- 3.4 – System-Level Measures – define and reconsider placement.

Goal 4 – Quality Staff

Attract, develop, and retain a high quality, diverse, and accountable workforce

- 4: - Individual-Level Measures appear to be Setting-Level Measures.
- 4: - more data needed for Non-Certified.
- 4: - more measures need for the application process.
- 4: - differentiation needed between management and non-management
- 4: - new leadership reports during HR Report.
- 4.1 – System-Level Measures add Aligned Application Process Measure.
- 4.1 – change definition to include diverse and application process.
- 4.2 – System-Level Measures add Exit Process Measure.
- 4.2 – Setting-Level Measures – define Exit Interview.
- 4.a – connect measure to succession planning.
- 4.a – change definition to "Satisfactory or Excellent".
- 4.b – change definition to "Annual Retention, New Hire Retention, and Tenure Retention".
- 4.e – expand to include more
- 4.i – add breakdowns to definition.
- 4.i – have measurements for staff that go beyond minimum qualifications.
- 4.j – add PERA definition to align

Goal 5 – Fiscal & Operational Stewardship

Demonstrate effective and efficient business operations and ensure excellent stewardship of public money

- 5: - Measures are need for service delivery, grant management, shared services, and charters.
- 5.1 – Setting-Level Measures – add measures for Risk Management, Benefits, Workmen's Compensation, Contract Management.
- 5.2 – Setting-Level Measures appear to more in line with 5.3.
- 5.2 – change name to Sustainable Operating Expenses.
- 5.3 – Setting Level Measures – Targets will include number of projects

Dr. Jarrett dismissed the staff at 11:30 a.m., with the exception of Dr. Woestman, Atty. Hoadley and Ms. Fromm.

5. Board Committee Structure and Reporting Calendar

Mrs. Makulec joined the meeting via telephone.

Dr. Jarrett provided a chart (attached) to Board members listing meeting types, chairpersons/president, members, number of meetings, primary purpose, report schedule, and the meeting alignment to strategies and goals. Board members were asked to provide direction to the Administration. Dr. Jarrett acknowledged that Board members volunteer a considerable amount of time to meetings and asked members how they wished to use their time. The Administration recommended changing the Strategic Planning meetings to three times a year; aligning them with the School Improvement Plan (SIP) schedule.

Board member comments included continuing with the planning meetings, how current committee structure supports Goals 1 through Goal 3. Members suggested the Strategic Planning meetings as venue for Goals 4 and 5.

Succession Planning, part of Goal 4, may become part of an extended Closed Session meeting.

Board members will provide their input to Board President Scrivano. These will be due to Mr. Scrivano by May 12, 2015.

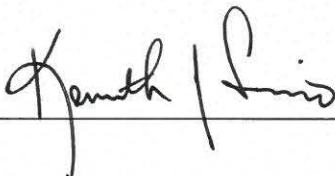
Administration will examine the data cycle and make a recommendation to the Board.

6. Other Comments

There were none.

Adjournment : 12:18 p.m.

Approved:

President: 

Secretary: 

/lf

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Rockford Public Schools

Title	Chair/Pres	Members	# of meetings	Primary Purpose	Report Schedule	S1	S2	S3	S4	S5	S6	S7	S8	S9	G1	G2	G3	G4	G5
Board Meetings	Ken Scrivano	All	22	Agenda & consent items	Ed, Facilities, Ops														
			1-3 hours	reports	Supt, Board member														
			2 hours closed	community feedback															
				personnel, spending															
				student discipline															
			Estimated 100 hrs																
Quarterly Retreats	Ken Scrivano	All	4	Review Goals and	N/A	x	x	x	x	x	x	x	x	x	x	x	x	x	x
			4-5 hours	Strategies															
			Estimated 20 hrs																
Education Committee	Jude Makulec	Laura Powers	11	preview of ED related	Monthly to Board	x	x		x		x		x		x	x	x		
		Mike Harner	1-3 hours	action items & reports															
			estimated 30 hrs																
Operations Committee	Tim Rollins	Lisa Jackson	11	preview of Ops related	Monthly to Board			x		x		x	x	x			x	x	x
		Mike Connor	1-3 hrs	action items & reports															
			estimated 30 hrs																
Facilities Sub-Committee	Mike Harner	Mike Connor	11	Facilities Report	Quarterly to Board														x
			1-3 hrs	at December BOE	and to Operations														
			estimated 30 hrs	Monitor Facilities Plan															
Budget and Finance Sub-C	N/A	N/A	6	Monitor Budget	Reports to Operations														x
	Rudy Valdez		1-2 hrs	Development															
			estimated 12 hrs																
Totals:			200-250 hours																