

**ROCKFORD BOARD OF EDUCATION
ROCKFORD, ILLINOIS
Meeting Minutes**

**Swedish American Hospital
1401 East State Street
Fourth Floor Board Room
Rockford, IL 61104
Saturday, June 9, 2018**

The Strategic Planning Meeting of the Rockford Board of Education was called to order by President Scrivano at 8:30 a.m.

1. Roll Call

Board Members:

Present: President Kenneth Scrivano, Vice President Tim Rollins, Mr. Anthony Dixon (arr. 9:22), Mrs. Jude Makulec, Mr. David Seigel (dept. 10:52), Mr. Jaime Escobedo (arr. 8:33)

Absent: Secretary Michael Connor

Administration: Superintendent Dr. Ehren Jarrett, Deputy Superintendent Mr. Matt Vosberg, Chief Communications Officer Mr. Earl Dotson, Jr., Chief Human Resources Officer Mr. Matt Zediker, Chief Financial Officer Ms. Michelle Jahr, Chief of Continuous Improvement Dr. Kelly Monson, Executive Director of Academics Mrs. Heidi Dettman, Legal Counsel Atty. Lori Hoadley, Manager, Superintendent's Office Ms. Brooke Peterson, Board Coordinator Ms. Laura Fromm, Principal Kishwaukee Elementary School Mrs. Aimee Kasper, Strategic Communications Coordinator Ms. Mary Kaul

Guests: Mrs. Dawn Granath – REA, Mr. Paul Goddard – REA, Mr. Bob Guirl, Alignment Rockford

2. Petitions & Communications

There were no speakers.

3. Part One: 2017-2018 Strategic Update Results

A. 2017-2018 Strategic Update Results

Dr. Jarrett and cabinet members reviewed the results: (the complete presentation can be viewed by clicking on this link:

[Strategic Update](#)

Goal 1 – Growth and Achievement

- Increase student growth by three percent (3%) as measured by MAP (K-9)
Results were Reading 51% and Math 54% - Score (scale 1-5) Reading = 3, Math = 5
- Increase student growth by three percent (3%) Early Learning Scales (ELS) for Early Childhood
Literacy 89% and Math 63% - Score (scale 1-5) Reading = 2, Math = 2

Goal 2 – Communications

- Increase volunteers as measured the District-wide Raptor tracking system
Results were People – 9.5% Time – 7.7% Equiv – 9.7% Score People 1, Time, 1 Equiv. 2.5

Goal 3 – Optimal Climate

- Increase employee engagement by 3% as measured by District engagement survey results.
Survey: TBD fall 2018, Rounding: Team 207 District/Schools – 93 Score Rounding = 5

Goal 4 – Quality Staff

- Retain 80% or more Assistant Principals and Principals on an annual basis
Retainment: 86% , Positive Turnover: 13%, Retainment=5 ,Positive Turnover=1.5

Goal 5 – Budget and Finance

- 1% of centralized District services allocated in FY18 will be reallocated to strategic priorities or to directly support schools per department and collectively as a district office for FY19
Results 1% reallocated to schools FY19, Score 1% Reallocation = 3

4. Part Two: 2018-2019 District Strategic Priorities & the School Scorecard

A. District Priorities and Scorecard

Goal 1 – Growth and Achievement

- 90% of general education Curriculum Leadership Teams (CLTs) are on track for completion in alignment with the five year curriculum design plan by June 30, 2019. 90% of Transitional Bilingual Education (TBE) & Transitional Program of Instruction (TPI) curriculum maps are fully developed and on track in alignment with the bilingual one-year plan for K-8 curriculum development by June 30, 2019.
- 90% of IEPs developed in the 2018-19 school year are legally defensible as defined by a district created rubric aligned

with state compliance indicators 10, 11, 13 and 14 by June 1, 2019.

- 12 pathways will be fully built including curriculum design, work-based learning experiences, and opportunities for early college credit and/or industry certification by June 30, 2019.
- Five levels of data dashboards including early childhood, elementary, middle, high, and District, will be fully operational, automated, and accurate by June 30, 2019 to ensure every school has access to its own data.
- 90% of new app requests will be approved by IT within 7 days and 90% of previously approved apps will be installed and updated on-demand by June 1, 2019.
- The Early Childhood classrooms will score 3.85 or higher in Instructional Supports as measured by CLASS audit process by June 30, 2019.
- The updated Evidence-based Framework for accountability and renewal for the charter sector of Rockford Public Schools will be developed and utilized by June 30, 2019 for use with Galapagos and Legacy.
- 90% of elementary teachers will have participated in a student-centered coaching cycle by June 1, 2019.

Goal 2 – Communications

- 80% of Board presenters use the district-approved presentation templates by June 2, 2019
- 90% of schools pass their safety audits (accessibility and identification) by June 1, 2019
- 80% of departments and schools achieve the 2 business day dialogue turnaround in Let's Talk!
- 3% growth in social media followers on Facebook, Twitter, and Instagram by June 2, 2019
- 2 or more individual contacts made to community-specific organizations to target volunteer support in each of the 10 identified schools

Goal 3 – Optimal Climate

- 90% response rate of principal and building champions on the monthly Aramark Custodial Survey by June 1, 2019
- 80% of schools have an average score of 4.0 or higher on the monthly Aramark Custodial Survey
- The percentage of students eating lunch daily provided by nutrition services will increase from 74% to 78% by May 28, 2019
- 80% of items listed within the Life Safety Audit Report are remediated within 60 days and 90% within 120 days
- 95% or higher pass rate on the State Bus Inspection

Goal 4 – Quality Staff

- 90% of schools have received all three mandatory systematic EOPA trainings by June 1, 2019
- 80% of new EOPA members earn an average satisfactory or higher rating on the training skills expectation rubric
- 90% of schools received their monthly system audit within the identified timeline window
- 80% of schools achieve an average satisfactory or higher rating on the audit scorecard
- 100% of all traditional elementary, middle and high schools participate in a Quality Peer Review (QPR) by June 1, 2019.
- 25 (10 externals) names will be added to the Leadership Tracking System (LTS) by March 15, 2019.
- 90% (396) reflective coaching sessions of Schools Team with direct reports by May 2019.
- 80% of principals meet or exceed expectations on the monthly audit aligned to the scorecard.
- 6 candidates will be selected by October 1, 2018 for the January 2019 University of Illinois Chicago (UIC) Urban Leadership Cohort
- 90% of current principals will complete mandatory training and professional development in quality instruction, climate and culture, and continuous improvement
- 145 clinical students and 60 Student teachers (includes aspiring teachers) placed in the district by May 28, 2019
- 80% of contacts meet the 48 hour turnaround time for processing Rec for Hires for school staff by May 28, 2019
- 90% of each new teacher cohort completes the New Teacher Pathway by May 2019
- 90% of mentors complete the Teacher Leader (Mentor) Pathway by May 2019
- Complete the Attending (cooperating) Teacher Program design by March 1, 2019 including selection criteria, training criteria, and stipend criteria

Goal 5 – Budget and Finance

- 1% realignment of District overhead moved to identified strategic priorities by April 1, 2019

Superintendent - Build a district-wide portfolio framework for accountability

- 80% of existing and new contracts are presented using the Board Plan-Do-Study-Act (PDSA) presentation format
- 80% of new contracts are vetted at the **Cabinet level** using the Plan-Do-Study-Act (PDSA) format
- 25% of schools receive training in the joint AR principal training for interest based problem solving capacity
- 80% of the system of accountability (determination of the success categories) is implemented for all schools (including charters)

School Scorecard – Phases

- The scorecard will align our work so school and district leadership are looking at the same data at the same time in the same way for monitoring progress over time.
- Current State
 - Student Information and file accuracy-'fix it plan' in progress (completed by start of school)
 - Data warehouse-85% built
 - Scorecard-Goals and indicators defined for all schools
 - Data dashboards-next phase for fall (forward facing graphics)
 - Professional Development (dashboards, data retreats)-begins Aug 16
 - Auditing & training schedule-begins at the start of the school year
 - Data support teams-in progress (school support visits started in March)

Year One (2018-19 school year): awareness developing and utilizing school-based accountability systems (Section 6 on the Scorecard)

- Utilize dashboards from the Data warehouse
- Implement a District support system for schools
- Implement an auditing system
- Dashboard training
- Data retreats-training on data implications
- Charter evaluation (winter/spring)
- Audit for accuracy of systems, metrics, and data integrity 1.0

Year Two (2019-20 school Year): awareness with support year one of a school-based accountability system

- Develop a rating system
- Determine the baseline score for every school
- Continue to support schools through data retreats
- Continue to support schools through support system
- Audit for accuracy of systems, metrics, and data integrity 2.0

Year Three (2020-21 school Year): school-based accountability in action determine trends to validate what is working and not working

- Develop action plans-all schools
- Develop action plans-District plan to support schools
- Determine support systems for schools not succeeding
- Reallocate resources based on support system and ROI
- Audit for accuracy of systems, metrics, and data integrity 3.0

5. Part Three: 2018-2019 Committee of the Whole and Plan-Do-Study-Act (PDSA) Process

A. 2018-2019 Committee of the Whole

Dr. Jarrett reviewed the purpose of the proposal. The schedule will allow Board members to meet and discuss proposals which may result in a recommendation to the Board. In addition, reports would be periodically presented at Committee of the Whole and regular Board meetings. As items go through the Cabinet and Board approval process, recurring and new items will be populated in the schedule. The weekly update will continue and contain information members wish to receive, but that the schedule doesn't allow for a deeper dive. Thirty four reports are proposed, twenty-two for Board meetings, and twelve for Committee of the Whole. To view the calendar, please click on the link: [Committee of the Whole](#).

Board members were asked to review the schedule and advise Dr. Jarrett of any additions/changes, etc., but to not exceed thirty four reports. Administration has also asked Board members to agree to a Committee of the Whole meeting July 17, 2018, in order to fully vet the new process. Board members were asked to consider the best way to have community input with the Committee of the Whole.

6. Other Discussion

A. Facilities Projects/Priorities

Direction on capital spending was suggested for Administration due to requests for new things. Concerns were raised as the District has lost \$800MM in assessed evaluations since 2008. The population rates for Illinois and Rockford have declined, and the per capita income has declined. The suggestion was raised that the District needs to arrive at a point to not add things, and to make do with what it has and take care of its facilities. Administration was asked to review any requests and review its priorities. Dr. Jarrett also asked for clear guidelines from Board members. Board members were asked to speak with Mr. Berndt and receive his input regarding parameters.

7. Adjournment

Motion by Mrs. Makulec to **adjourn**.

Adjournment: 12:42 p.m.

Approved: 6/26/18

President: *Kenneth J. Scrivano /s/*

Secretary: *Michael S. Connor /s/*

/ljf