

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

**Rockford Public Schools, District 205  
501 7th Street  
Second Floor Rooms 208 & 209  
Rockford, IL 61104  
Saturday, December 2, 2023**

**The Board Member Retreat was called to order at 8:30 a.m.**

Present: President Denise Pearson Vice President Tiana McCall arr. 8:52 a.m.), Secretary June Stanford, Ms. Kimberly Haley (arr. 8:04 a.m.), Mr. Grant Schubert, Mr. Paul Carpenter

Absent: Ms. Nicole Bennett

Administration: Superintendent Dr. Ehren Jarrett, Chief Human Resources Officer Matthew Zediker, Chief Information Officer Jason Barthel, Chief Communications Officer Earl Dotson, Jr., Chief Financial Officer Dr. Gregory Brown, Chief Equity, Diversity, and Inclusion Officer Dr. Antoine Reed, Chief Academic Officer Mrs. Heidi Dettman, Chief of Schools Dr. Morgan Gallagher, Chief Operations Office Mr. Michael Phillips, Deputy General Counsel Atty. Yashekia Goldsmith, Board Coordinator Ms. Laura Fromm

**1. 8:30 – 8:45 Ice Breaker/Breakfast**

Board President Pearson greeted attendees and introduced Mr. Carpenter and Ms. Haley. She thanked everyone for attending and turned the meeting over the Ms. Haley and Mr. Carpenter. Dr. Gallagher began with the goals for the retreat. These include providing feedback and contributing to actions and steps for the following objectives: operational and financial information that needs to be reported and the committee would use the reports, updating the content and format of performance reports to the Board, reviewing performance reports, and presenting the reports at regular Board business meetings, and monitoring the educational and financial performance of the District, updating operational policies and systems in this capacity. Dr. Gallagher then explained the Ice Breaker event. This was a vocabulary icebreaker for Board members to match the definition read to the correct acronym on the card. Once five spaces were marked horizontally, vertically, or diagonally, the Board member was to say “bingo”. Ms. Stanford, Ms. Haley, Mr. Schubert, and Ms. Pearson won.

**2. 8:45 - 9:00 What is Performance Monitoring? How can Performance Monitoring support the Equity Imperative?**

**A. Performance Monitoring Presentation**

The role of the committee was reviewed. This includes ensuring that high-stakes, complex governing decisions, and judgments receive the in-depth attention they deserve, make regular full board meetings more productive as a result of thorough standing committee preparation, provide board members with a satisfying governing experience and enhance their governing knowledge and skills, and serve as forums where the Superintendent and his Cabinet can work with Board members in mapping out in detail how Board members should be involved in key governing processes such as strategic and operational planning and budget development.

Members were asked how the work of the Performance and Monitoring Committee can support the District's equity imperative. These included equitable spending down to the scholar and results of that spending, student voices in decisions, school level financial analysis, disaggregate, and data for early intervention practice.

**3. 9:00 - 9:40 Whole group overview of financial performance monitoring**

**A. Small Group Discussion – Financial Performance reporting**

Dr. Brown reviewed current reporting practice and typical best practice with members. Current District reporting practices are Cash & Investments (monthly), Financial Performance - Budget to Actual (monthly or quarterly), Payroll(monthly), Accounts Payable (monthly), Purchase Orders/Contracts Under \$25,000 (monthly), ARP/ESSER Spending (semi-annual), Air Travel (monthly), and Annual Audit and related annual reporting (annually throughout the year as required). Typical best practices include Cash and Investments (monthly), Financial Performance – budget to actual (quarterly or monthly), Accounts Payable (monthly), and Annual Audit and related annual reporting (annually throughout the year as required.) Small group activity followed with three separate groups. Their task was to review the current reports and organize them as follows: Superintendent Update (1-2 times a year), Superintendent Update (quarterly), Superintendent Comments (as needed), Performance & Monitoring Report, and Retreat Discussion (annually). The groups met then returned with their recommendations for further discussion.

**4. 9:40 - 10:20 Whole group overview of educational performance monitoring**

**A. Small Group Discussion - Educational Performance reporting**

Dr. Gallagher reviewed the current educational reporting practice with members. They are October – Quadrant Data Update, November – State Designations and School Ratings, February – Quadrant Data Update, March – Student Code of Conduct Revision, and TBD – Intensive Schools' Improvement Update. Small groups were tasked with reviewing the school ratings, the five designations, ISBE's quality indicators and summative designations, SCOC Requirements per ISBE, parts of the SCOC, what the annual review includes, and what metrics are available. The groups met, then returned to speak of their recommendations.

**5. 10:20 – 10:30 Break**

**6. 10:30 - 11:10 Whole group overview of AROI performance monitoring**

**A. Small Group Discussion- AROI reporting**

Mr. Zediker presented the AROI (Academic Return on Investment) portion to members. PDSA (Plan, Do Study, Act) are in three tiers. Tier 1 items are managed at department level, Tier 2 consent approval is needed at Cabinet level, and Tier 3 for Board approval. The purpose is in depth analysis after defining success criteria, monitoring data and implementation, and measuring outcomes to find which programs drive student achievement, and what works for whom and under what conditions. Group members met and returned with their recommendations.

**7. 11:10 - 11:30 Committee mid-point evaluation and next steps**

**A. Committee mid-point evaluation and next steps**

Mid-point evaluations and next steps were discussed. A work session is scheduled with the Performance and Monitoring Committee chairpersons and Cabinet liaisons. Once completed, a report will be published. Board and Cabinet members had positive feedback regarding the retreat, stating it was relaxed and a lot need conversation took place.

**8. Petitions and Communications**

There were no speakers.

**9. Adjournment: Motion by Ms. McCall seconded by Ms. Stanford to adjourn.**

Adjourned: 11:35 a.m.

Approved: