

DOWNERS GROVE GRADE SCHOOL DISTRICT 58
DISTRICT LEADERSHIP TEAM COMMITTEE MEETING
August 28, 2018

The District Leadership Team (DLT) met on Tuesday, August 28, 2018 at 3:45 p.m. at the Administrative Service Center.

Call to Order

The meeting was called to order at 3:50 p.m.

Present

Elizabeth Sigale, Darren Hughes, Kari Cremascoli, Todd Drafall, Matt Durbala, Erin Guth, Megan Hewitt (*Ex Officio*), Emily Honn, Katie Hurckes, Melissa Jerves (*Secretary*), Jason Lynde, Bill Riban, Justin Sisul, Tracy Weiner, Jayne Yudzentis.

Jennifer Norgaard, Brian Aycock and Ami Johanson attended as visitors.

Absent

Michael Cassa, Craig Young.

Approval of Minutes

Katie Hurckes moved and Erin Guth seconded the motion to approve the minutes from the May 24, 2018 meeting of the Meet & Confer Strategic Plan Committee. Motion carried.

Introductions

Committee members introduced themselves to the team. Kari Cremascoli noted that the DLT was built out of the membership of the Meet & Confer Committee, which designed and led the efforts toward the new Strategic Plan. The DLT's role is to develop and guide the District's progress toward meeting the goals of the new plan.

Review Committee Charge

The team reviewed a draft of the committee charge. The DLT is intended to monitor metrics and guide action plans for the duration of the four years of the Strategic Plan. The timing and frequency of meetings may evolve over time.

Overview of Work Ahead

Development teams have worked over the summer to develop what each goal means, how each can be accomplished, and how progress will be measured. During the first two meetings of the DLT, the team will review the work of those development teams and recommend action plans to the Board at the September meeting.

Review of Action Plans

Todd Drafall gave an overview of the work of the Futures Development Team. The Futures Team developed a linear timeline that begins with engaging the community in a visioning process and working toward establishing a Facilities Master Plan (FMP) by the end of summer 2019. The aggressive timeline is made possible by the work that has already been done to support such a plan (i.e. community engagement in strategic planning, facilities use studies, demographer's report). Once the long-term FMP has been developed, the highest priorities can be identified and brought to the Board. Throughout the process, options for funding will be examined; however, the specific strategies will be updated as projects are implemented and funding needs assessed. The DLT discussed the need for communication to the community about Goal 3 to reflect both celebrations and challenges, and to acknowledge the prior work that makes the aggressive timeline feasible.

Jayne Yudzentis and Megan Hewitt presented the work of the Connections Development Team on Goal 2. The team emphasized identifying action steps for each working group in the areas of communication, collaboration and consistency. Strategies for communication include creating a district-wide communication plan, sharing regular progress updates on the Strategic Plan with all stakeholders, creating structures to improve internal communication to build employee trust and morale, creating structures to improve external communication, and creating a feedback structure to evaluate communication. Strategies for collaboration include developing more opportunities for stakeholders to be a part of District decision-making processes, providing parents with opportunities for education and collaboration, and fostering district-wide relationships with local organizations. Strategies for consistency include defining and developing equitable policies and procedures districtwide, allocating resources consistently and equitably, and setting district-wide expectations and supports for delivery of consistent messages. The DLT discussed that some details, such as interim timelines and metrics, will need to be expanded by the working groups as they refine each action plan.

Justin Sisul introduced the Learning Development Team's work on Goal 1, noting that the team did significant work on developing metrics, which are derived from achievement outcomes as measured by the MAP and PARCC assessments. The DLT will begin its September 10th meeting with a review of Goal 1.

Additional feedback from DLT members on any of the goal action plans can be shared with Melissa Jerves.

Reception of Visitors

There were no visitor comments at the meeting.

Adjourn

Darren Hughes moved to adjourn and Justin Sisul seconded the motion. Motion carried. Meeting adjourned at 5:30 p.m.