

DOWNERS GROVE GRADE SCHOOL DISTRICT 58

MEET & CONFER STRATEGIC PLAN COMMITTEE MEETING

May 24, 2018

The Meet & Confer Strategic Plan Committee met on Thursday, May 24, 2018 at 7:00 a.m. at Longfellow Center.

Call to Order

The meeting was called to order at 7:06 a.m.

Present

Elizabeth Sigale, David Bein, Brent Borchelt, Kari Cremascoli, Matt Durbala, Erin Guth, Megan Hewitt, Emily Honn, Katie Hurckes, Melissa Jerves, Geoff Neustadt, Mel Sawisch, Andrew Schmidt, Justin Sisul, Linda Vanacora, Kim Venzon, Craig Young, Jayne Yudzentis.

Absent

Jill Samonte, James Eichmiller, Jennifer Haselhorst, Susan Helsdon, Jason Lynde, Kate Nickell, Julie Quinlan, Marcia Radja (alternate), Bill Riban (alternate), Julie Ryan (alternate), Angie Rybarczyk, Jason Suchy (alternate), Barb Svitak, and Tracy Weiner.

Approval of Minutes

David Bein moved and Katie Hurckes seconded the motion to approve the minutes from the March 22, 2018 meeting. Motion carried.

Celebration of Strategic Plan Approval

Chair Elizabeth Sigale thanked the committee for its hard work. The Board of Education approved the Strategic Plan at the May board meeting.

Discussion of Execution Phase: Working Groups & Next Steps

Kari Cremascoli outlined the framework for the execution phase developed by the Planning Team. The three goal areas are “big ideas” that need to be broken into smaller, achievable chunks. The framework envisioned by the Planning Team consists of an Oversight Committee of representative stakeholders (similar to the Meet & Confer committee) that meets three or four times during the school year to monitor the progress of three Development Teams. Over the summer, each team will be responsible for creating an action plan, timeline and metrics to evaluate the progress toward the goal area. The Planning Team envisioned groups of approximately 12 members, feeling that a larger group would be less efficient.

The committee discussed the composition of the development teams. Suggestions included:

- Adding three additional teachers and an ESP representative to the Futures team
- Making sure some of the teacher representatives are specialists in addition to classroom teachers

- Adding a PTA Council representative to the Futures team
- Add a teacher to the Connections team

The committee also discussed the time commitment expected for these groups. The Oversight Committee would meet three or four times during the school year, but for a longer time (possibly 90 minutes after school or evening). It was suggested that Development teams meet three or four times during the summer in 4-hour sessions.

Although the Planning Team had discussed having a few members of each team overlap onto another team to ensure continuity of progress between the teams, given the time commitment it may be unreasonable for some individuals to serve on multiple teams. Instead, all teams will have representatives on the Oversight Committee, which will be responsible for oversight and ongoing progress monitoring of the accomplishments of the strategic plan efforts.

The committee agreed to issue a common invitation to candidates for these teams before the end of school. The invitation should include an explanation and example of the scope of work for each team and time commitment. Justin Sisul and Craig Young will meet together to select candidates and assign them in a balanced, representative way across the teams. Current members of the Meet & Confer Committee who are interested in a particular role going forward should contact Melissa Jerves.

Reception of Visitors

There were no visitor comments at the meeting.

Adjourn

Justin Sisul moved to adjourn and Craig Young seconded his motion. Motion carried. Meeting adjourned at 7:48 a.m.