

## **DOWNERS GROVE GRADE SCHOOL DISTRICT 58**

### **DISTRICT LEADERSHIP TEAM COMMITTEE MEETING**

**May 21, 2019**

The District Leadership Team (DLT) met on Tuesday, May 21, 2019 at Longfellow Center.

#### **Call to Order**

The meeting was called to order at 4:00 p.m.

#### **Present**

Co-Chairs Darren Hughes and Tracy Weiner, Kari Cremascoli, Todd Drafall, Matt Durbala, Megan Hewitt (*Ex Officio*), Emily Honn, Katie Hurckes, Melissa Jerves (*Secretary*), Jason Lynde, Justin Sisul, Craig Young, Jayne Yudzentis.

#### **Absent**

Michael Cassa, Erin Guth, Angie Rybarczyk.

#### **Approval of Minutes**

Craig Young moved and Emily Honn seconded the motion to approve the minutes from the February 25, 2019 meeting. Motion carried.

#### **Review and Discussion of Third Trimester Progress**

##### **Goal 1**

Learning Development Team Chair Justin Sisul reported that the Curriculum Council has completed its definition of “rigor,” and is now working toward the completion of a consistent structure for regular and ongoing curricular review. The Professional Learning Council has provided support in building out the professional learning model for the coming year, including implementation and feedback. The Instructional Model Review Council has reviewed research and local data regarding the 6-8 middle school model. The council supports exploring the 6-8 middle school model, provided the District also addresses the additional factors that ensure success for that age group, many of them social/emotional.

There has also been some work toward collaborative team structures at the District and administrative level.

##### **Goal 2**

Community Relations Coordinator Megan Hewitt reported on Objective 2.1 – Communication. A survey gathering feedback regarding the internal newsletter, “The Inside Scoop,” resulted in the recommendation to combine the biweekly staff curriculum update with “The Inside Scoop.” The District also published its communications toolkit, the District 58 Communication Guide, which describes how to access different communication tools, as well as their frequency and purpose. An external communication satisfaction and preference survey was launched in late

May. The Communications Feedback Council finalized its “District 58 Feedback: Beliefs and Expectations” document for fall 2019 implementation, and continued to develop the purpose and charge of the new Joint Communication Team.

The DLT discussed membership on the various councils and committees, as well as strategies for recruitment.

Dr. Cremascoli reported on Objective 2.2 – Collaboration. The Superintendent’s Community Advisory Council and the Superintendent’s Staff Communications Council have contributed toward the launch of the community communication guide, parent onboarding webpages, and the posting of Board meeting video recordings. Exit slips at each council and committee help to evaluate consensus building. The Board continues community engagement efforts through staff and community Meet & Greet events, meetings with the DGEEA Executive Board and administration, PTA visits and school tours, and extended reception of visitors at Board workshops. A review of the usability of the District website has been initiated. The councils have discussed early ideas for parent education opportunities, such as student technology use, STEM curricula, and parent-teacher communication. Work toward District-wide relationships with local organizations is slated to begin in fall 2020.

Dr. Jayne Yudzentis reported on Objective 2.3 – Consistency. The Resources Review Council developed a plan for increasing communication regarding staffing allocations across the District. A presentation to the Board and community was shared at the May Board meeting, which included information about the staffing process as well as class size target ranges. The council has also finalized a definition of “equitable” and will continue sharing it broadly across the school community so that it can guide decision making. Further work on staffing decisions related to specialists will continue in the fall. Finally, a small group of building and central office administrators has continued to meet to develop expectations and a framework for communications from principals to parents. This communication will be implemented in the 2019-20 school year and parent feedback will guide improvement. Discussions regarding building website content and criteria have also begun. It was suggested that a beginning of the year welcome letter to all families from principals could also be created from a standardized template to ensure consistency across the District.

### Goal 3

Goal 3 Chair Todd Drafall reported that the Facility Planning Council, with support from the architect team, completed a gap analysis to identify priorities in facility needs. A report to the Board in May summarized the guiding principles, key drivers and the four ingredients of the District’s Facility Master Plan. Feasibility of 6-8 middle schools has been explored in conjunction with the Instructional Model Review Council, along with the highest priority needs across the elementary schools. Community and staff engagement efforts have begun to gather feedback on the guiding principles and key drivers of the plan. Initial high-level cost estimates will be presented to the Board in June or July. At the Board’s spring Budget Workshop, the District presented a review of the budget aligned to the mission, vision and goals. Revenue and expenditure projections for fiscal year 2020 were also reviewed.

**Reception of Visitors**

No visitors attended the meeting.

**Adjourn**

Todd Drafall moved to adjourn and Craig Young seconded the motion. Motion carried.

Meeting adjourned at 5:25 p.m.