

DOWNERS GROVE GRADE SCHOOL DISTRICT 58

MEET & CONFER STRATEGIC PLAN COMMITTEE MEETING

December 7, 2017

The Meet & Confer Strategic Plan Committee met on Thursday, December 7, 2017 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, James Eichmiller, Erin Guth, Jennifer Haselhorst, Megan Hewitt, Susan Helsdon, Katie Hurckes, Geoff Neustadt, Julie Quinlan, Mel Sawisch, Justin Sisul, Linda Vanacora, Kim Venzon, Tracy Weiner, Craig Young, Jayne Yudzentis, Paul Swanstrom of HYA.

Absent

Jill Samonte, Matt Durbala, Emily Honn, Melissa Jerves, Jason Lynde, Kate Nickell, Marcia Radja (alternate), Bill Riban (alternate), Julie Ryan (alternate), Angie Rybarczyk, Andrew Schmidt, Jason Suchy (alternate), Barb Svitak, Kim Venzon.

Approval of Minutes

Jennifer Haselhorst moved and Jayne Yudzentis seconded the motion to approve the minutes from the November 9, 2017 meeting. Motion carried.

Update from Planning Team

Elizabeth Sigale introduced Paul Swanstrom of HYA, who reviewed the December 4, 2017 Planning Team meeting.

- **Review of Survey**

Paul Swanstrom reviewed the online survey that HYA has developed, including demographic descriptors, survey questions, and the option for an additional open-ended question.

- Jennifer Haselhorst suggested adding a “mixed race” demographic category.
- Brent Borchelt noted the reference to athletics and clubs in the second section of the survey. Since that applies mostly to the middle school, elementary families may be confused.
- Jennifer Haselhorst asked how the survey results will be interpreted. For example, regarding the quality of art programming. People may like it, but may wish there were more art time. Jayne Yudzentis suggested reviewing the prompt for this section to help clarify this.
- Susan Helsdon asked whether it is possible to include an extra option that means “I don’t know,” or “Does not apply to me.”
- Elizabeth Sigale clarified that the goal is to use a vetted tool, but may want to look back at the directions.

- Craig Young also noted that “career education” does not really apply to the district currently, but if this is a standard survey, it makes sense to include it as an option in case respondents think it should be available.
 - Tracy Weiner asked whether respondents are forced to select their four top priorities because the current strategic plan has four areas. Elizabeth and Paul responded that there will not necessarily be four areas in the new plan, but the responses will help to inform the final plan.
 - Paul summarized the items he will look into: (1) adding Mixed Race as a demographic category; and (2) adding “I don’t know” or “Does not apply” in Section 2.
 - Brent Borchelt commented that he liked that respondents have a chance to expand on their thoughts in the open-ended questions. Paul clarified that respondents generally add their thoughts in the open-ended questions base on topics highest priority to them and/or thoughts spurred earlier in the survey. HYA generally finds these reponses to be very informative.
- **Review of Focus Group Approach**
Paul Swanstrom provided an overview of the approach and how the focus groups are set up. Brent Borchelt asked how the focus group questions are similar or different. Paul summarized the focus group questions.
 - **Review of Focus Group Schedule**
Kari Cremascoli reviewed the focus group schedule and asked for feedback. Megan Hewitt asked about the inclusion of daycare centers and parents of young children; Elizabeth highlighted the open community sessions that include them. The centers will be contacted to support communication and invitations of parents.
 - The Committee reviewed which organizations are included in the “Local Community Groups” focus group.
 - The Committee expressed support for the schedule as delineated with the couple of minor revisions presented.
 - **Discussion of Communication**
Elizabeth Sigale summarized the targeted communications planned. She also summarized the expectation that the Committee will participate in a focus group and help communicate to the community the opportunities to participate in focus groups and the survey.

Reception of Visitors

There were no visitor comments at the meeting.

Adjourn

A motion to adjourn was made and seconded. Motion carried. Meeting adjourned at 7:45 a.m.