

**DOWNERS GROVE GRADE SCHOOL DISTRICT 58**  
**DISTRICT LEADERSHIP TEAM COMMITTEE MEETING**  
**September 10, 2018**

The District Leadership Team (DLT) met on Monday, September 10, 2018 at 3:45 p.m. at the Administrative Service Center.

**Call to Order**

The meeting was called to order at 3:48 p.m.

**Present**

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

Kylie Spahn, Ami Johanson, Noelle Schwartz and Andraea Staley attended as visitors.

**Absent**

Elizabeth Sigale, Angela Rybarczyk, Craig Young.

**Approval of Committee Charge**

Justin Sisul moved and Matt Durbala seconded the motion to approve the committee charge as presented. Motion carried.

**Approval of Minutes**

Matt Durbala moved and Erin Guth seconded the motion to approve the minutes from the August 28, 2018 meeting. Motion carried.

**Continue Review of Action Plans**

Learning Development Team Chair Justin Sisul reviewed the objectives developed for Goal 1: Rigor, Alignment, Curriculum and Commitment. He noted that Rigor needs to first be defined, and that all of the work in Goal 1 should lead to student performance. Performance indicators will be included in the detailed notes working document. Alignment includes working toward consistency across curricular areas, evaluating instructional delivery models (such as pre-K, K-5, 6-8), and continuing to review professional learning opportunities. Curriculum objectives include the creation of a collaborative Curriculum Council made up of representatives from each curriculum committee and building. The council will establish a timeline, processes, and method of review. Commitment objectives include evaluating the collaborative team structures already in place, and then looking for opportunities for growth in this area. Darren Hughes expressed the hope that the plan will allow the District to be agile in responding to metrics that show areas of concern. The DLT's role will be to review metrics (performance indicators in Goal 1) and make recommendations. It was noted that the original strategic plan has been revised to reflect the removal of duplicate items in goal areas 1 and 2.

The committee discussed Goal 2. The Superintendent's Staff Communications Council (internal group) and the Superintendent's Community Advisory Council (external group) already exist to act as working groups. Invitations have been drafted to expand the membership of both groups so that participation comes from a wide range of people. The committee also discussed strategies for proactive communication. The objectives include a feedback structure to help define who is responsible for communication and standards of timeliness.

The committee discussed suggestions for minor revisions to Goal 3 objectives and timeline.

#### **Finalize Recommendation for Board Approval**

The consensus of the DLT is to recommend the action plans to the Board of Education for approval.

#### **Development Team Future Work**

The development teams will meet annually (generally over the summer) to make any necessary revisions to action steps for each goal area. Working groups will now take up the work of refining, implementing and measuring progress toward each objective.

#### **Working Group Recruitment Efforts**

Megan Hewitt reported that working group membership is first being solicited from members of existing staff and community councils, with the addition of support staff and balanced representation from across the District. Megan will be sending communications to begin this recruitment effort shortly.

#### **Reception of Visitors**

Noelle Schwartz, Kingsley attendance area, commented that although she is happy with District communications regarding non-academic issues, she would like to see more data regarding academics in communications at all levels. She would like to see evidence of the curricular blueprints and how grades and scores tie into the greater curriculum.

#### **Adjourn**

Todd Drafall moved to adjourn and Katie Hurckes seconded the motion. Motion carried. Meeting adjourned at 5:36 p.m.