

**Minutes of the Committee of the Whole Meeting
of the Board of Education
Flossmoor School District 161
May 24, 2010**

President, Dr. David Dreyfuss called the meeting to order at 7:01 p.m.

Roll call was taken and the following members were present for the meeting:

Present

Mr. Arnold Crater, arrived at 7:10 p.m.
Mrs. Christine Marks
Mr. Ronald A. Moore
Mrs. Timijanel Odom
Mr. Thomas Sifner
Mr. John Simmons, arrived at 7:05 p.m.
Dr. David Dreyfuss

Others Present

Dr. Donna C. Joy, Superintendent
Dr. Susan Pingitore, Associate Superintendent of Administrative Services
Dr. Rebecca Elish, Director of Learning and Instruction
Mr. Joseph Martin, Director of Operations
Ms. Deborah Pitts, Director of Instructional Technology
Ms. Nancy Wilson, Director of Special Education
Ms. Cathy Perino, Board Clerk
Ms. Crystal Conley, FEA President, Strategic Planning Committee
Ms. Kelly Rosales, FEA Vice President, Strategic Planning Committee
Ms. Renee Reeves, PTO President, Strategic Planning Committee
Ms. Mary Muse, HF Human Relations Commission, Strategic Planning
Committee
Mr. Thomas King, Skyward Representative

Review of Draft Strategic Plan

Dr. Joy introduced Ms. Renee Reeves and Ms. Mary Muse who were two of the 28 members of the Strategic Planning Committee. The Strategic Planning Committee was created that included parents, community members, teachers, and civic leaders. This group was charged with the development of the District's Plan. The committee developed a vision, goals, and objectives based on the data collected from the focus group sessions and the online survey. Ms. Reeves and Ms. Muse provided an overview of the Strategic Plan for the members of the Board of Education.

The Strategic Plan is a process for determining and executing an organization's plans for future growth and change. It is driven by the vision of staff and community members. The strategic planning process results in a common

purpose, a common sense of direction, priorities for change, and a blueprint for action.

Ms. Muse and Ms. Reeves shared the main components of the strategic plan include mission, vision, strategic goals, and objectives. Once the Plan is adopted, action plans are developed. This is the first Strategic Plan process for School District 161. It began with the Board of Education determining a need for an inclusive Strategic Plan. The Board met in October 2009 to provide the foundation for the Strategic Plan by developing five areas they determined to be necessary for strategic direction. The five strategic goals established by the Board of Education were: Planning/Facilities, Communication, School Structure, Student Learning/Achievement, and Human Capital Development.

Focus groups were held over the course of several weeks in February 2010 with questions designed to illicit responses for each of the five goals. An online survey was developed and feedback was gathered regarding the District's five goals.

Mr. Sifner reminded the committee members to never underestimate the power of face-to-face communication when dealing with the communication piece of the plan.

Mr. Moore questioned the introduction of foreign language and Ms. Reeves mentioned that Language Stars is an excellent language program already implemented in the District for students in K-6 in the areas of Spanish and French.

The Committee recommends that the plan be reviewed by the Board of Education on a regular basis.

The Board shared their concerns regarding the evaluation and assessment components of the plan. The Board requested copies of the trends the committee used to develop their plan. The Board would like the community to be able to see the District's five-year vision.

The Board members thanked Mary Muse and Renee Reeves as well as Crystal Conley and Kelly Rosales for their time commitment as committee members.

- *Recommendation: The Board of Education recommends moving this item forward to the June 14, 2010 Board of Education meeting.*

Review of District Furniture Purchase

Joseph Martin, Director of Operations, reviewed with the Board of Education the ten-year furniture replacement plan, which was approved in March 2005. The plan was to provide an appropriate replacement schedule based on need, standardize all furniture throughout the District's schools, and anticipated costs associated with the process.

School Specialty met every requirements outlined in the bid packet and submitted the lowest responsive bid for 15 Science Tables, totaling \$3,731.10. Lowery McDonnell met every requirement and submitted the lowest responsive bid for 10 K1 Duralite Tables, 250 18-inch stack chairs, 15 HON Teacher desks, and 18 Kidney shape tables, totaling \$18,165.50.

Mr. Martin shared the District will continue to evaluate furniture needs and update the plan in order to make the most of the resources available.

The Board of Education thanked Mr. Martin for his presentation.

- *Recommendation: The Board recommends moving approval of classroom furniture for 2010 to School Specialty for the above-mentioned items and to Lowery McDonnell for the above-mentioned items. The Board also recommends moving approval to proceed with year seven (2011) of the ten-year furniture replacement plan forward to the June 14, 2010 Board of Education meeting.*

Presentation of Student Management System

Deborah Pitts, Director of Instructional Technology, shared with the Board members a demonstration of the web-based Student Management System, Skyward, via a Smartboard. Ms. Pitts introduced Mr. Thomas King, representative of Skyward, who is present at the meeting to answer any of the Board members questions.

The purchase of a Student Management System will prevent the expected loss of technical support of the District's current STI system. The Skyward application will also help the District meet the Data & Communication goal found in the District Technology plan. The on-line system better serves the needs of the District 161 Schools community, including students, staff, parents, and Administrators and closes the gap identified in the technology plan in that enhanced communications between home and school are priority.

The web-based system gives the District an opportunity to move closer towards the concept of cloud computing, which is convenient, on-demand access to a shared pool of computer resources. Educator Access Plus, for example, allows teachers to work with their gradebook and classroom information from any internet-connected computer.

The parent portal is an easy to use website that allows parents and guardians to access information about students from any computer with Internet access. Calendar features display absences and grade book information. Email notification allows a parent or guardian to self subscribe to be notified by email of absences or to automatically receive progress reports either monthly, weekly or

daily. Parents may submit changes to a student's emergency contacts, which are then approved and activated by the office staff. The Message Center allows for mass emails and may be used for District and school announcements, notifications, and school emergencies. Homework assignments, test scores, and schedule information is also available. With online assignments, a teacher may create an assignment, post it online, and have the assignment automatically available to all students. A new feature coming out in June 2010 called, SkyPort, has an area called "News Feeds." Electronic parent flyers could be placed in this area aiding in the District's go green efforts.

The Skyward Student Management System will allow for more effective communication, allow users to operate more efficiently, and aid in the District's go green efforts.

The Student Management System Evaluation Team, which is comprised of faculty, staff, and administrators recommend this program. All four programs reviewed by the team had similar features and functionality but team members decided that Skyward surpassed the other software products in terms of online immediacy, ease of reporting and navigation, and home school communication. The Administration proposes the expenditure of \$75,365.00. Funds from this system will come from the Stimulus IDEA Flow Through monies \$55,000, and District funds \$20,365.

Online registration is available which is a nice feature for the District to use.

Dr. Dreyfuss inquired if this program would be installed on District servers or hosted offsite. The server will be hosted at the company's Milwaukee, Wisconsin location.

Mr. Crater asked how much customization opportunity does the District have regarding set up solutions. Skyward suggests the District put together a steering committee for setup of program modules. The company also recommends the District form a grade book committee.

A discussion took place regarding maintaining the T1 lines until the fiber installation is completed. It was suggested the District may want to keep Comcast as a back up. A discussion took place regarding security issues.

- *Recommendation: The Board of Education recommends the purchase of a web-based Student Management System to support the second phase of the District's five-year technology plan be moved forward to the June 14, 2010 Board of Education meeting.*

Executive Session

A motion was made by Mr. Crater seconded by Mr. Moore to go into executive session to discuss matters relating to personnel 5ILCS 120/2 (c)(1).

Voice Vote:

Aye: Moore, Sifner, Simmons, Odom, Marks, Crater, Dreyfuss

Nay: None

Motion Carried.

The Board of Education went into executive session at 8:37 p.m.

Return to Open Session

A motion was made by Mr. Crater seconded by Mr. Moore to return to open session.

Roll Call Vote:

Aye: Sifner, Simmons, Odom, Marks, Crater, Moore, Dreyfuss

Nay: None

Motion Carried.

The Board returns to open session at 9:05 p.m.

Adjournment

A motion was made by Mr. Crater seconded by Mr. Sifner to adjourn the Committee of the Whole meeting.

Voice Vote:

Aye: Marks, Odom, Moore, Sifner, Simmons, Crater, Dreyfuss

Nay: None

Motion Carried.

The Board of Education meeting adjourned at 9:05 p.m.

Dr. David Dreyfuss, President

Ronald E. Moore, Secretary