

River Forest School District 90
Monthly Report on School Board Goals Progress

Month: December 2008

Goal #1: Community Relations (Ron & Thomas)

Progress on goal:

- (1) Sent out Board Briefs outlining the agenda and various decisions that were made at the November Business Meeting.
- (2) Composed and mailed a letter to Willard 3rd Grade Parents regarding class size issues.
- (3) Worked extensively with Community Works and the OPRF Community Foundation to bolster River Forest's visibility and participation in this work.
- (4) Attended community-focused meetings which included the Triton College K-8 Partnerships, 2008 OPRF Grant Awards Ceremony, OPRF Rotary, and the River Forest Joint Review Committee Meeting.
- (5) Attended sessions at the Triple I (IASB, IASA & IASBO) Conference covering a wide range of Community Relations issues.

Goal #2: Curriculum and Instruction (Kristen & Joanne)

Progress on goal:

- (1) Research information from various reputable councils, ISBE, recognized best practice researchers was shared with all committees.
- (2) In science, unifying concepts have been adopted, outcomes begun, and differentiation charts introduced.
- (3) In math, teachers completed focal points with outcomes identified as the next steps.
- (4) Textbook review was started in math and science.
- (5) In music, the philosophies of elementary and middle school music were identified and outcomes begun.
- (6) Surveys have been used to keep track of issues, concerns, and needs through implementation years.

- (7) Needs assessment has been completed to guide next year's Language Arts work. (There is concern that one year will not be enough for LA. More discussion to follow on this.)
- (8) Assessment changes have begun as are discussions regarding data literacy.
- (9) MAP testing training for Grades 2, 3, 5 will be on January 9th. MAP testing for these grades is the last two weeks in January.
- (10) A consensus decision with staff was reached not to test first graders in TerraNova. We are looking at more valuable tests for the first graders that truly inform the instruction of the early needs of children.
- (11) Staff development in technology, a variety of topics through our Professional Conversations program, MAPs testing training, and curriculum review work has been on-going throughout the month.

Additional Notes or Comments:

Math and Science committees have met five times since July 1.
Music Committee has met twice since July 1.
Language Arts held a pre-committee needs assessment meeting.
Proposal included in this packet regarding CogAT testing.

Goal #3: District Structure & Staffing (Juli & Thomas)

Progress on goal:

- (1) Developed initial job descriptions for most, full-time, certified staff members. These are being reviewed by the administrative team and will be distributed to various staff members through the RFEA and otherwise for further input and appropriate revisions.
- (2) Obtained required annual staff notification information from other comparable districts to both ensure District 90 compliance and to develop this portion of our new Personnel Handbook.
- (3) Spoke with comparable districts about the process for evaluating both the Superintendent and other district administrators and secured example evaluations.
- (4) Hired two new, temporary staff members to cover maternity/paternity leaves.
- (5) Discussed the District's process for checking licenses and endorsements in the hiring process, and reviewed and modified the District's practice of holding original licenses in the District office.
- (6) Collaborated with Linda Hanson, of School Exec Connect, to expand the outreach of our principal search process to include personalized, solicitation of employment letters to all elementary and unit districts across Illinois.

- (7) Attended sessions at the Triple I (IASB, IASA & IASBO) Conference covering a wide range of Human Resources issues.
- (8) Finalized the 403(b) planning process and developed a proposed plan for Board approval at the December Business Meeting.
- (9) Met with the Special Education Director and established a framework for the development of the Special Education Workload Plan.
- (10) Conducted an RtI Inservice for all staff on December 4, 2008, which addressed an overview of RtI, staff work to date, plan components, and a timeline for continued work.

Goal #4: Finances (Kelly & Anthony)

Progress on goal:

A. D90 Historical Data

- (1) No change from prior month. Have researched township government and reviewed our own township investments. Also, in the process of using historical and current District report cards to analyze financial statistics.
- (2) No change from prior month. Have reviewed township investments over time. Will begin to analyze statistics.
- (3) Prepared to present Township information at December Meeting. The financial statistic analysis will be presented when completed.

B. Comparisons to Similar Districts

- (1) No change from prior month. Have collected some historical data and have old numbers awaiting new numbers.
- (2) No change from prior month. Will compare when data available.
- (3) No change from prior month. Will share when finished.

C. Updated Financial Plan

- (1) Have passed this year's budget. Also, have amended 5 year plan, illustrating modified 4th year of referendum.
- (2) Passed estimated levy at November meeting reflecting modified 4th year of referendum. Also, have communicated amended 5 year plan to Board. Have communicated amended plan to stakeholders by posting on website.
- (3) No change from prior month. Will perform as part of (1.) and (2.) above.

Goal #5: Facilities (Jim & Anthony)

Progress on goal:

- (1) Space Utilization Study – Received list of available service providers along with sample Request for Proposal (RFP) and sample Space Utilization Study from peer district. Will customize scope of RFP and send out in January. We are still in line to meet goal by April.
- (2) Life Safety Survey – Received formal written quote from District architect. If approved, will move to have survey commence at Winter Break and completed by mid-January. We are still in line to meet goal by February.
- (3) Facility Plan – No change from prior month. Will begin to collect information from building engineers after winter break. Will tailor first draft to be reviewed in February with only year 1 (Summer 09) identified. Years 2-5 will be added after the Space Utilization Study and Life Safety Survey are completed.

Goal #6: Strategic Planning (Jan & Thomas)

Progress on goal:

- (1) Called and/or met with several superintendents from comparable districts regarding the process that was utilized to conduct strategic planning within their districts.
- (2) Collected example strategic plans from various districts.
- (3) Worked with the Curriculum Director to identify “best practices” texts or other resources to inform this work.
- (4) Attended sessions at the Triple I (IASB, IASA & IASBO) Conference covering a wide range of Strategic Planning issues.