

## SMITHTON COMMUNITY CONSOLIDATED SCHOOL DISTRICT #130

Smithton, Illinois 62285

Strategic Planning Committee Meeting, January 25, 2016

### MINUTES

The Strategic Planning Committee meeting of the Board of Education of Smithton Community Consolidated School District #130 was held on January 25, 2016, in the Smithton School Art Room, 316 South Hickory, Smithton, Illinois 62285.

Sara Sutherland, Board Member, recorded minutes of the Strategic Planning Committee meeting held on January 25, 2016 beginning at 7:00 p.m. Dr. Homes, Superintendent, created the following written review of the minutes.

#### Present:

Administrators: Superintendent Dr. Susan Homes and Principal Vicki Norton

Board of Education Members: Dale Barschak, Sara Sutherland, and Ed Farley

Unicom-ARC Representative Rod Wright.

Facilitating Team Co-Chairs: Bob Mueller and Jason Becherer

Team Members: Angie Chamma, Jennifer Davis, Heidi Etling, Courtney

Hammel, Shelley LePere, Eric Muckensturm, Michelle Smith, Tom Springborn,  
and Curt Whitworth.

The meeting was called to order by Dale Barschak at 7:00 p.m.

#### Strategic Planning

Dr. Homes and Mr. Wright welcomed the meeting participants. Mr. Wright advised the group that Mr. Mueller and Mr. Becherer would oversee the agenda for the evening. Mr. Mueller then drew the participants' attention to the evening agenda and packet.

Mr. Mueller asked participants to review the updated team roster and to report any changes to Dr. Homes or Mr. Wright.

Mr. Mueller then asked the participants to review the "Draft Charge Statement" contained in the packet. Dr. Homes reported that she made the changes suggested by the committee at its February 12 meeting and that the Board of Education unanimously adopted the *Charge* at its January 19 regular meeting. The revised *Charge* is pictured on the next page.

Mr. Mueller then asked the meeting participants to review the revised calendar contained in the packet. There were no objections or concerns voiced about the revised calendar so Dr. Homes noted she would move forward with communicating those dates to the public and incorporate the *Community Engagement Meeting* dates in the flyer that is scheduled to be mailed to all Smithton residents before February 25.

Mr. Mueller then asked Dr. Homes to review the draft PowerPoint she had prepared for the committee's consideration. Dr. Homes reported that she had assembled the collected ideas and thoughts from the committee at its February 12 meeting. She indicated that the PowerPoint was lengthy and that it was her desire for the participants to consider the

points and help refine the information to a manageable 30-minute “state of the district” address for the first Community Engagement meeting.



ST. CLAIR COUNTY (IL) - SMITHTON AREA SCHOOLS  
COMMUNITY ENGAGEMENT PROGRAM  
*A Planning Process*

**Draft Charge Statement**

- Engage community members in discussions about the following:
  - State of the school district - facilities, finances, teaching & learning
  - Characteristics of environments for 21st century teaching and learning
  - Status of current facilities - physical conditions; adequacy/alignment for optimum instruction/learning
  - Potential improvements for the future
  - Options for funding improvements - school facility sales tax, reserves, bonds, alternate revenue sources
- Report Findings to St. Clair County Task Force - school facility sales tax
- Report Findings and Recommendations to Smithton Board of Education

*Community Engagement Program Charge Adopted 1-19-2016*

Dr. Homes then went through the PowerPoint which featured the following topics:

- Welcome and Introductions
- Purpose and Goals of FACES-Smithton
  - Board of Education Charge
  - Engagement Process
  - Mission and Vision of Smithton School

It was noted that the welcome, introductions, purpose, and goals would be covered as part of the co-facilitators’ general overview at the February 25 CES (Community Engagement Session) and that Dr. Homes’ *State of the District* presentation did not need to include those items.

The group appeared to be in favor of including the district’s mission and vision statements as part of Dr. Homes’ presentation.

- Demographics

Dr. Homes reported that she had analyzed the data for all St. Clair County schools and had assembled charts that would help illustrate how Smithton school district

compares with its neighbors. Charts included were: (1) percent of low income students; (2) student enrollment; (3) percent of students with IEPs; (4) percent of student mobility; (5) operational spending per student; and (6) instructional spending per student.

The committee liked the analysis, but suggested that it be pared down to reflect only K-8 districts in the county.

- Facilities

Dr. Homes presented a slide that reflected a discussion of the change in district architects in light of the need for the 10-year health, life, and safety survey. She then displayed a slide showing the building expansion history beginning in the 1950s. It was recommended that the building construction diagram also reflect the addition of the modular building and the year it was leased. The committee suggested that Dr. Homes also reflect other building improvements (such as the parking lot and safety vestibule) on the next revision.

Dr. Homes reviewed two slides showing detail about the district's enrollment history. The committee agreed that both slides were helpful but that the line chart reflect enrollment from 2002 forward to coincide with the last building expansion.

Dr. Homes presented the next three slides which detailed the facility challenges that had been identified through the recent (2015) strategic planning process. The committee recommended summarizing the main facility challenges into five categories: (1) building; (2) food service; (3) grounds; (4) safety and security; and (5) capacity.

- Finances

Dr. Homes presented the committee with a presentation on Illinois School Fund Accounting. It was noted that much of the content would be better suited for CES 4 which would cover finances in more detail. The committee noted that they would like Dr. Homes to provide a general overview of fund accounting using her "bucket" analysis as well as an overview of revenue sources and general education fund expenses during the *State of the District* presentation. The committee would also like Dr. Homes to include an analysis of the impact of revenue losses, proration and late state payments. She was also encouraged to emphasize the district's financial conservatism and the fact that the district had comparatively little debt outstanding. While committee members found the information regarding the tax levy history and tax rate comparison important, the group felt it would be better viewed in light of the history of local revenue.

- Teaching

Dr. Homes moved on to the topic of teaching. The first slide in this area displayed the increased focus on continuing education by district teaching staff, along with a comparison of state statistics. The committee suggested that Dr.

Homes also reflect an analysis of teacher turnover going back to 2002 to help illustrate that turnover has significantly declined over the last ten years.

Dr. Homes went on to display slides for each of the following curricular/academic areas: (1) The New Illinois Learning Standards; (2) The Next Generation Science Standards; (3) social studies standards; (4) PE and health standards; (5) Fine Arts standards; (6) Social and Emotional Learning standards; (7) technology; (8) Intervention; and (8) summer enrichment. The committee thought the information was important but suggested it be condensed to a single slide for time efficiency. Mr. Wright suggested that Dr. Homes consider describing the district's academic and instructional objectives in terms of the "4 C's" of a 21<sup>st</sup> Century education used to describe the skills and knowledge needed for success in college and the workforce: (1) collaboration; (2) critical thinking; (3) communication; and (4) creativity.

- Learning

Dr. Homes reviewed the following forms of assessment used by the district to help examine student learning outcomes: (1) classroom formative and summative assessment; (2) report cards; (3) local standardized tests; and (4) state assessments. She then reviewed the district's most recent performance on the new PARCC assessment. The committee acknowledged the fault in using the new PARCC data to "judge" the district although they thought the information would be important to the community. The committee encouraged Dr. Homes to consider her answer to Mr. Mueller's question, "How do we know students are achieving at Smithton School?" In brainstorming the answer to Mr. Mueller's question, the committee felt that Dr. Homes' points were on target and would be helpful for the public.

- Accomplishments

Dr. Homes ended the PowerPoint with a number of recent district accomplishments including: (1) State of Illinois "featured school;" (2) caring community—featuring the support of a student undergoing cancer treatment; (3) Homerun School of Character; (4) Do The Right Thing School of the Year; (5) curbside welcome program featured in IASA's *Leadership Matters* magazine; (6) recent recognition of Ms. Ashley Crompton on KPLR News; and (7) Illinois Principals Association video coverage of Smithton's technology implementation. The committee was supportive of Dr. Homes ending the CES-1 meeting with these accomplishments to help show the community the work that is being done in the school district.

At the conclusion of the PowerPoint discussion, the committee suggested that Dr. Homes order her topics as follows for the CES-1 meeting: (1) Finance; (2) Demographics; (3) Facilities; (4) Teaching and Learning; and (5) Accomplishments. It was further suggested that each topic be factually presented followed by challenges faced in each of these areas.


For the sake of time, Mr. Mueller and Mr. Wright suggested that the committee skip the review of the draft small group work activity. Mr. Wright indicated that the activity could be reviewed and refined at the next FTM (Facilitating Team Meeting) on February 8.

Regarding the topic of communications and marketing in preparation for CES-1, Dr. Homes reported that she was finalizing the mailing flyer that would go out to all Smithton residents. She reported that she had already worked with Mr. Carpenter from the Freeburg Tribune regarding the piece. Dr. Homes reported that she emailed the staff about the strategic planning process and asked the staff to begin thinking of adults affiliated with their current classrooms that could be reached for possible participation at the February 25 CES meeting. Dr. Homes reported that district technology director Eric Muckensturm was working on a Facebook page and a website that would be devoted to the FACES-Smithton initiative. Dr. Homes indicated she was writing an article about the upcoming meeting for the Freeburg Tribune and would email the information out to community groups. Mr. Mueller and Mr. Becherer asked the group to think about a way each member could be involved in getting the word out—through neighborhood associations, etc.

Mr. Mueller reminded the group that the next meeting would be held on Monday, February 8 at 7 p.m. in the Art Room.

The meeting was adjourned at 9:03 p.m.

  
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President

  
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Secretary