

**DISTRICT 301 LEADERSHIP TEAM MEETING**  
**September 8, 2009**  
**Minutes of Meeting**

In Attendance:

HOWARD B THOMAS:	Pattie Gondek, Dana Rodriguez
COUNTRY TRAILS:	Janice Eilken
LILY LAKE:	Chris Cohn, Jennifer Weibler
PRAIRIE VIEW:	Nicole Dahlman, Paula Evans
CENTRAL MIDDLE:	Mary Wood
PRAIRIE KNOLLS MIDDLE:	Melissa Leisner
CENTRAL HIGH:	Cathy Mullahy, Carri Oslager
CEA:	Jim Conro
TRANSPORTATION:	
HUMAN RESOURCES:	Janet Marlovits
BOE PRESIDENT:	Rose Diaz
ELEM ADMINISTRATOR:	Jan Harnish
MS ADMINISTRATOR:	Lloyd Stover
HS ADMINISTRATOR:	Dan Cliffe
ASST SUPERINTENDENT:	Greg Rabenhorst
SUPERINTENDENT:	Todd Stirn

**Old Business**

**A. DLT Summer Retreat Update**

The summer retreat was held on August 6, 2009 from 8:00 am to 3:00 pm at Central High School. The following members were in attendance: Todd Stirn, Dan Cliffe, Janet Marlovits, Jan Harnish, Pattie Gondek, Nicole Dahlman, Paula Evans, Bennie Blackward, Carri Oslager, Cathy Mullahy, Janice Eilken, Rose Diaz, Gary Weigand, Jim Conro, Lloyd Stover and Elizabeth Canary. The following subjects were addressed: The Role of the DLT as a Senior Leadership Group, What Criteria makes a Company Great, Strategic Planning for Success, Review of Existing District Goals, Long Range Facility Update and Focus Group Topics for the 2009-2010 school year.

**B. CEC Retreat**

The CEC's 21<sup>st</sup> annual summer institute on RtI Response to Intervention was held on Friday, August 7, 2009. Members who attended felt that it was a good workshop. There is a need for future discussion regarding Professional Learning Communities and RtI.

**C. Certified Educator Evaluation Plan Update**

The evaluation plan committee continues to meet to update and make changes to the teacher evaluation plan. Changes have been made to some of the forms. The DLT shall be responsible for the initiation of an annual Evaluation Instrument Review Committee. This committee shall review, and if necessary, revise the current Certified Educator Evaluation Plan. Recommendations shall be submitted to the DLT for its concurrence.

**D. Technology Projects Update**

Steve Dutcher reported to the DLT on technology projects status. The internet speed at all schools has been increased. YouTube is now available for teachers' use in the classroom. During the summer, technology department employees have been hard at work redoing computer labs. The Help Desk is available online so that employees can submit a ticket for technology issues. Progress on the submitted ticket can then be tracked. In regards to Powerschool, Steve stated that we are starting to see headway and with Powerteacher, we are working through some issues.

## **New Business**

### **A. Set Future Meeting Dates for 2009-2010 School Year**

The DLT normally meets on the first Monday of the month, 3:45 pm at CHS LMC. Dates as follows: (2009) September 8, October 5, November 2, December 7, (2010) January 4, February 1, March 1, April 5, and May 3.

### **B. Homecoming Parade**

Dan Cliffe reported that the homecoming parade will be held on Friday, October 2, 2009 at 1:30 pm. The parade route will be the same as last year, originating at Pease Road (CMS) to Plato Road and then to the CHS Student/Staff West End Parking lot. Floats, which are being built by CHS student class representatives and their sponsors, will be included in this year's parade.

### **C. Start of a New School Year Issues**

The start of the 2009-2010 school year began uneventful. Transportation reported that things went well. There are some residency issues that are being checked into. The ELL student population's placement is still to be determined. All in all, things went very well.

### **D. CEA Negotiations Update**

There is a Board of Education meeting being held tonight at 5:30 pm in order to vote on the proposed Teacher/Board Contract for 2009/2010 and 2010/2011.

### **E. Health Fair/H1N1 Update**

The first District 301 Health Fair will be held on the morning of Friday, October 9, 2009. Provena St. Joseph staff will be available for full panel blood draws. There will also be many other activities and representatives from health clubs, Blue Cross Blue Shield, Gallagher Benefit Services and Andy Minehart to discuss our 403b plan.

### **F. Insurance Committee**

The next Insurance Committee meeting is scheduled for September 10, 2009 at 3:45 pm. Representatives from our new broker, Gallagher Benefit Services, will present current medical and dental insurance information to the committee.

### **G. Fall Focus Group**

The next fall focus group is scheduled for Tuesday, October 27, 2009, 6:30 pm at Central High School.

Meeting adjourned at 5:00 p.m. This meeting was facilitated by Carri Oslager and Janet Marlovits.

Next meeting is scheduled for Monday, October 5, 2009.