

**District 301 LEADERSHIP TEAM MEETING**  
**October 5, 2009**  
**Minutes of Meeting**

**In Attendance:**

|                        |                               |
|------------------------|-------------------------------|
| HOWARD B. THOMAS:      | Pattie Gondek, Dana Rodriguez |
| COUNTRY TRAILS:        | JoAnne Miller, Janice Eilken  |
| LILY LAKE:             | Chris Cohn, Jennifer Weibler  |
| PRAIRIE VIEW:          | Nicole Dahlman, Paula Evans   |
| CENTRAL MIDDLE:        | Mary Wood                     |
| PRAIRIE KNOLLS MIDDLE: | Melissa Leisner, Liz Canary   |
| CENTRAL HIGH:          | Cathy Mullahy, Carri Oslager  |
| CEA:                   | Jim Conro                     |
| TRANSPORTATION:        | Bennie Blackward              |
| HUMAN RESOURCES:       |                               |
| BOE PRESIDENT:         | Rose Diaz                     |
| BOE MEMBER:            | Gary Weigand                  |
| ELEM ADMINISTRATOR:    | Jan Harnish                   |
| MS ADMINISTRATOR:      | Lloyd Stover                  |
| HS ADMINISTRATOR:      |                               |
| ASST. SUPERINTENDENT:  | Greg Rabenhorst               |
| SUPERINTENDENT:        | Todd Stirn                    |

**Old Business**

A. Minutes from last meeting were approved with no revisions or changes.

B. Technology Update

Todd Stirn gave an update regarding Power School, and the data cleaning taking place at each school building so that we can get our attendance numbers to the state. The district contracted to an outside company to build the report card templates. The goal is for teachers to be able to work with them by Friday's school improvement day. Elementary buildings are first and the most difficult, with middle schools and the high school to follow. Todd also stated that fiber has been laid from the tower at CMS to the high school, but has yet to be tied together. The technology group is working to play catch-up with the ticket system. Todd said that the tech team will identify the greatest needs and will start going building to building to complete tech issues within a building all at one time. There was concern raised regarding disruption of classes and Todd informed the group that disruptions would be kept to a minimum, but the work had to be done during the day.

New structural organization of the tech team members was described so that the building principals are more in the loop, and can check on progress. This will also ensure more accountability for tech issues. The Director of Technology position is being posted.

**New Business**

**A. Calendar Committee**

It's that time of year again. Greg Rabenhorst will be leading the committee which will be made up of the following members: Lloyd Stover, Janet Marlovits, Jim Conro, Dan Cliffe, Mary Wood, Liz Canary, Chris Cohn, Janice Eilken, Nikki Dahlman, Dana Rodriguez, Carri Oslager (observer).

**B. Professional Learning Communities**

Jim Conro provided information from St. Charles. Their feelings are very positive with success lying in “buy in” by the staff and administration, as well as training. The high schools have a late start every other week, which Jim felt may be an issue in this district. Pattie Gondek discussed the topic with a principal at an elementary school, and they also were very happy with the arrangement. Grade levels sharing information, collaborative instruction by teachers and the review of data are all beneficial aspects of the PLC. The team agreed that more information would be helpful, and we would continue to discuss it at upcoming meetings.

**C. Insurance Update**

Jim Conro gave a brief overview of how insurance would be changing- namely drug co-pays. Starting Nov. 1 the district will have Blue Cross Blue Shield for dental. The insurance committee is still investigating entering a co-op.

**D. H1N1**

Todd Stirn discussed that vaccines are available. A meeting with the Kane County Health Department tomorrow will confirm the use of CHS as a vaccination center Nov. 2, in the evening.

**E. Fall Focus Group**

It will be a “State of the District” address. All areas of the current and future plans for our district will be touched on by Todd Stirn. Todd did mention that at this time all retrofits for the buildings are off the table due to money. The future concerns will be on updating CMS and adding an addition to CHS.

Meeting was adjourned at 4:55. The meeting was facilitated by Carri Oslager.

Next meeting is Monday, November 2, 2009.