

## **Strategic Planning Data Retreat Meeting – Wednesday, September 12, 2018**

### **MINUTES**

Steve Olson, Superintendent, welcomed all those in attendance. Members who were attending for the first time introduced themselves per association with CHSD 155.

Perry Soldwedel, Consortium for Educational Change (CEC), briefly explained the folder of documents provided to all members and the Data Retreat Agenda which included the day's activities. It was noted that members would be reviewing the data (student, staff, and parent/community survey results) and information from the three Assistant Superintendents Reports (Finance and Facilities, Educational Services, and Human Resources) that will address the pillars (Mission, Vision, Goals, Values). Mr. Soldwedel further explained that the Data Retreat is considered the analytical day ("Where are we now?") and that the day's final product would be the SWOT Analysis. SWOT is defined as Strength, Weaknesses, Opportunities, and Threats. It was further noted that the Board of Education is the only group that can approve the Strategic Plan. Board of Education members will be continuously updated throughout this process.

Perry Soldwedel, CEC, explained Activity One: Members own perception about what is going well in the district and what they feel are the greatest challenges for the future. Table members individually placed their ideas/perceptions on post-it notes, discussed and clustered individual thoughts as a team, and finally decided, as a team, the five main perceptions for both categories. Tables then shared their main perceptions (most proud and greatest challenges) aloud with each other.

Shannon Podzimek, Director of Communications, shared an overview of the student, staff, and parent/community survey process. It was noted that more than 5,000 survey responses had been received; capturing as many people as possible. Survey results will be posted on the district website.

Perry Soldwedel, CEC, then explained that Activity One would be repeated, using the three survey results and these perceptions about what is going well in the district and what are the greatest challenges for the future. This process would involve brainstorming, categorizing, and prioritizing. Tables were broken down into pairs or triads to look at only one of the three surveys. Table groups/triads placed the survey perceptions on post-it notes and then discussed as a team. Tables then shared each survey's perceptions (most proud and greatest challenges) aloud.

Mr. Soldwedel further explained that there will be four upcoming opportunities in October (Community Engagement Sessions) when a Consortium for Educational Change representative will be available at each building to meet and discuss survey results with students, staff, parents, and community.

Activity Two was share with Strategic Planning members. It was noted that tables will be paired into three groups (Tables 1 and 2; Tables 3 and 4; Tables 5 and 6). These three groups will then rotate through three, 44 minute reports given by district assistant superintendents (Jeremy Davis – Finance and Facilities; Scott Shepard – Educational Services; and Jay Sargeant – Human Resources). Reports were related to Student Growth and Achievement; Culture: Learning and Working Environment; and Resources: Finance, Facilities, and Technology. The reports also shared the status of current goals through key indicators/measures. Group members took individual data notes (strengths and needing attention) for future feedback and discussion.

The teams then identified and shared their thoughts regarding key findings from the reports – listing areas of strengths, and opportunities/weaknesses and processing the data presentations. Perry Soldwedel summarized and highlighted the two areas from each of the three reports.

Activity Three – Conduct a SWOT Analysis: Mr. Soldwedel requested that the six tables review charts created throughout the day to generate and brainstorm ideas. These ideas (not more than 10 per quadrant) were to identify the district's Strengths, Weaknesses, Opportunities, and Threats. Perry Soldwedel informed the Strategic Planning Team members that an idea may not be listed in more than one quadrant. The six

tables then discussed and created their own SWOT Analysis. It was noted that Mr. Soldwedel would then compile and copy wording from all charts – creating a consensus draft of the SWOT Analysis. It was noted that this draft of the SWOT Analysis will be shared with all members prior to the October 30, 2018 Strategic Planning Team Meeting (setting the stage for the Vision Retreat – First Activity).

The next meeting (Vision Retreat) will be held on Tuesday, October 30, 2018. The agenda and documents/information will be shared 4-5 days prior to this meeting.

**Community Engagement Sessions – hosted by Consortium for Educational Change Representative**

Thursday, October 4, 2018 – Cary-Grove High School

Tuesday, October 9, 2018 – Crystal Lake Central High School

Wednesday, October 17, 2018 – Crystal Lake South High School

Thursday, October 18, 2018 – Prairie Ridge High School