

**ILLINOIS STATE BOARD OF EDUCATION
Board Retreat**

Bloomington DoubleTree Hotel – Brookridge Conference Room
10 Brickyard Drive, Bloomington, IL
August 23 – 25, 2006

Wednesday, August 23, 2006 [\(Times for items that appear on or after 12:15 p.m. on Wednesday have been revised on this agenda\)](#)

Public Conference Call Number: 1-866-297-6391 (listen only); Confirmation #: 1 5 4 8 9 6 1 4

- A. Roll Call
- B. Board/Staff Relations
 - 1. Data Analysis (10:00 - 10:45 a.m.)
 - 2. Assessment and H.S. Challenge Update (11:00 - 11:45 a.m.)
- Lunch Break (11:45 a.m. – 12:15 p.m.)
- C. Board/Staff Relations (continued)
 - 3. Certification (12:25 - 1:10 p.m.)
 - 4. External Assurance (1:20 - 2:05 p.m.)
 - 5. Technology (2:15 - 3:00 p.m.)
 - 6. ROE Relations/Local Superintendent Relations (3:15 - 4:00 p.m.)
- D. Closed Session (4:00 - 4:45 p.m.)
- E. Reconvene Open Meeting (4:50 p.m.)
- F. Appointment of Interim State Superintendent (4:50 – 5:00 p.m.)
- G. Recess Open Meeting until Thursday, August 24 at 8:30 a.m.

Thursday, August 24, 2006

Public Conference Call Number: 1-866-297-6391 (listen only); Confirmation #: 1 5 4 8 9 6 1 5

- H Reconvene public meeting
- I. Board/Staff Relations (continued)
 - 7. Budget (8:30 - 9:15 a.m.)
- J. Strategic Plan discussion (9:20 - 10:15 a.m.)
- K. Restructuring (10:30 – Noon)
 - District Corrective Action
 - Systemically Noncompliant Districts
 - School Restructuring Due to Chronically Failing Schools per NCLB
- Noon - 1:00 p.m. *Lunch break*
- L. Board discussion with State Superintendent Randy Dunn (1:00 - 2:15 p.m.)
- M. Effectiveness and Efficiency of Board meetings (2:30 - 3:15 p.m.)
- N. Board Reflection upon 2005 Retreat (3:30 - 4:50 p.m.)
- O. Other Personnel Matters (Tentative) (4:50 – 4:55 p.m.)
- P. Motion to go into closed session at 8:00 a.m. on Friday, August 25
- Q. Recess Open Meeting until 11:15 a.m. on Friday, August 25

Friday, August 25, 2006

Public Conference Call Number: 1-866-297-6391 (listen only); Confirmation #: 1 5 4 8 9 6 1 9

- R. Reconvene public meeting (11:15 a.m.)
- S. Update on Search Process from Hazard, Young, Attea and Associates (working lunch)
- T. Adjourn

**Illinois State Board of Education
Minutes
Annual Board Retreat
August 23-25, 2006
Bloomington DoubleTree Hotel
10 Brickyard Road
Bloomington, Illinois**

WEDNESDAY, AUGUST 23, 2006

Vice-Chair Christopher Ward called the meeting to order at 10:00 a.m. Dr. Ward asked Ms. Jean Ladage, Assistant to the Board, to call the roll. A quorum was present. Dr. Randy Dunn, State Superintendent of Education, was also in attendance.

The Board members, Dr. Dunn, and anyone who wished to join them faced the American flag and recited the Pledge of Allegiance.

Members Present:

Dr. Christopher Ward, Vice Chairman
Dr. Vinni Hall, Secretary
Dr. Andrea Brown
Mr. Dean Clark
Dr. David Fields
Mr. Edward Geppert, Jr.
Ms. Brenda Holmes
Ms. Joyce Karon
Mr. Jesse Ruiz, Chairman (*joined the retreat at 10:45 a.m. on August 23*)

Members Absent:

None

The agenda proceeded with presentations from division administrators from the divisions noted below:

1. Data Analysis

Strengths

- Knowledgeable, skilled staff

Challenges

- incoming data is often incorrect;
- larger districts do not submit data on time; (leverage/motivator could be funding or recognition)
- not enough time to analyze data
- Cross training of staff difficult
- Attempting to meet new data requests

Needs

- Data Warehouse (building, maintaining, training, security) Possible federal dollars available this fall
- Provide districts with the resources to be able to input data
- Raise the level of awareness about the importance of data and data quality
- Learning Technology Hubs could be more involved in data reporting (Technology funding has been cut and not a priority in the agency budget)

2. Assessment

Strengths

- Assessment Staff
- Quality test
- Communication with the field – 2700 users on the Assessment ListServ

Challenges

- Getting a quality vendor
quality assurance,
third party review,
getting results on time and within budget,
getting vendors to understand the high stakes for school districts,
- Process for test development (done well and on time)
- SIS (additional work)

Needs

- Additional staff (Number of students tested in Reading and Math has doubled.)
- Data Retreats (Districts need support to do SIS)
- Agency professional development – what assessment can do for instruction
- Getting information back to schools (maintain test date, but get quality data to schools)

3. High School Challenge Update (Where do we go from here?)

- Responses were positive
- Coalition for Illinois High Schools will make recommendation to the State Board
- Superintendent will also ask Great Lakes-West generate ideas

Need clarification: Ad Hoc Committee of the Whole (Ward, Hall, Geppert); or EPPC Comte of the Whole?

4. Certification

Strengths

- Division staff: 18 professionals and 12 support staff
- No backlog
- New Educator Certification System (ECS)
- Excellent working relationship with upper management and Legal

Challenges

- Part 25 Rules
- Out of State test waivers
- Division can't keep absorbing new programs, no new dollars, no new personal services dollars
- Agency moral (employees overworked)
- Division Administrator's time
supervising 30 employees,
implementation of Grow Your Own Program

Needs

- Better communication to the field
- Regular training for ROEs, universities
- Send information to Superintendent's Bulletin
- Collaboration between divisions

Additional Comments

Certification backlog is down to zero due to the efforts of Linda Jamali and her staff.
Highly Qualified -- What are other states doing? Illinois' Plan/response from the feds. (Brenda Holmes indicated she would talk with Linda Jamali.)

5. External Assurance

Strengths

- Staff
- 417 districts visited in FY06

Challenges

- Determination of protocols
- Audits of mandated categoricals

Needs

- Need a common database for problem districts
- Filling vacancies
 - no staff to monitor CPS
 - 4 collar county vacancies
 - 1 supervisor vacancy

6. Technology (*two divisions Data Systems and Technology*)

Strengths

- Staff

Challenges

- Maintaining and supporting 200 applications in agency with an average of six applications per programmer
- Cross training in Data Systems is difficult when we can't pull people away
- Convert VB6 to .net system
- Disaster Recovery (staff and equipment)
- Handling call volume
- Disk storage space
- Server replacement and P.C. procurement plan

Needs

- Fill vacancies with qualified staff at the current pay scale
- Training/professional development on current versions
- Data Warehouse

Additional comments/requests

Internet Policy to Board Members (*done*)

7. ROE Relations/Local Superintendent Relations

Strengths

- Improved communication with regional and district superintendents
- Toolkit development for possible pandemic
- Serving as Chicago Regional Office for CPS teacher certification
- CPS homeless student ombudsman
- Development of Local Superintendent Ombudsman has been very helpful to district superintendents

Challenges

- Dealing with misinformation

Needs

- Regular meetings with ROEs (allow them to have a voice before policies have been set)
- Communication needs to be valid, accurate and timely

CLOSED SESSION

At 4:10 p.m. on August 23, 2006, the Board passed the following motion to recess and to go into closed session.

Motion

Dr. Vinni Hall moved that the State Board of Education go into closed session under the exceptions set forth in the Open Meetings Act of the State of Illinois as follows:

Section 2 (c) (1) for the purpose of considering the appointment, employment, compensation or dismissal of an employee; and

Section 2 (c) (3) for the purpose of considering the selection of a person to fill a public office, or the removal of an occupant of public office.

Dr. Hall further moved that the Board be authorized to invite anyone else into the meeting as needed.

Ms. Brenda Holmes seconded the motion and it passed with a unanimous roll call vote.

The Board reconvened into open session at 4:45 p.m. on August 23, 2006.

Motion

Dr. Vinni Hall moved that, in accordance with Section 1A-4 of the School Code, the State Board of Education temporarily employ Dr. Christopher Koch to be the State Superintendent for the term beginning December 1, 2006 and ending February 1, 2007 (or to a later date that may be extended by the Board as needed) at an annual salary of \$142,500. Dr. Hall further moved that Chairman Ruiz, with the advice of the Board's General Counsel, be authorized to sign a performance contract substantially in the form provided to the Board. Dr. David Fields seconded the motion and it passed with a unanimous roll call vote.

The Board recessed their open meeting at 4:50 p.m. on Wednesday, August 23, 2006 and announced that they would return at 8:30 a.m. on Thursday, August 24, 2006.

THURSDAY, AUGUST 24, 2006

The State Board of Education reconvened their open meeting at 8:30 a.m. on August 24, 2006. All members were present.

8. Budget

Strengths

- Staff (Budget, fund manager, federal fund tracking, payroll funds availability, eGrants management, legislative grants)

Challenges

- 8 professionals (five with 25 years or more; and the three with 30 years or more are due to retire in February 2008.)
- Needs to hire three employees to replace the three retirees prior to their departure. Knowledge of the Agency, education programs, education budget is preferred.
- Legislative projects totaled over 300 projects this year (grantees not familiar with forms)
- E-Grants (\$2.7 million 4-year contract to develop a system) Data Systems has no staff person dedicated solely to e-Grants. There needs to be staff in a designated division for eGrants Management.

Needs

- Ronny Wickenhauser stated that he feels that the Budgets Division is the best division in the agency in regards to the quality of the work that is done. He needs to maintain the knowledge in his staff to maintain the quality.

9. Strategic Planning

- Data Informed Instruction is one goal that has risen to the top. Data Systems/Technology and Data Analysis provide support for schools. Randy should come back to the Board with a recommendation from these suggestions.
- Need personnel to perform that function. Vacancy List should be tied to the goals, regardless of the headcount problem. We have a Strategic Plan that the G.A. asked us to implement. The Agency needs to hire the people it takes and then be there in the budget process to sustain the personnel line.

10. Restructuring

Staff will develop policy flow chart.

CLOSED SESSION

At 11:20 a.m. on August 24, 2006, the Board passed the following motion to recess and to go into closed session.

Motion

Dr. Vinni Hall moved that the State Board of Education go into closed session under the exception set forth in the Open Meetings Act of the State of Illinois, Section 2 (c) (1) for the purpose of considering the appointment, employment, compensation or dismissal of an employee. Dr. Hall further moved that the Board be authorized to invite anyone else into the meeting as needed. Mr. Ed Geppert seconded the motion and it passed with a unanimous roll call vote.

The Board reconvened into open session at 1:30 p.m. on August 24, 2006.

Motion

Dr. Vinni Hall moved that the State Board of Education amend the performance contract of current State Superintendent Randy Dunn only insofar as that (i) the end date of the term shall be November 30, 2006 (unless earlier terminated as provided in his employment agreement with the State Board) and (ii) certain outside consultancy payments may be received so long as such payments are for services performed on days taken as vacation days and do not interfere with the State Superintendent's duties and responsibilities under the contract or otherwise present a conflict of interest. I further move that Chairman Ruiz, with the advice of the Board's General Counsel, be authorized to enter into an agreement amending Dr. Dunn's current employment agreement with the State Board substantially in the form provided to the Board. Mr. Geppert seconded the motion and with passed on a majority roll call vote, with Ms. Holmes voting no.

11. Agency strengths, challenges, needs

Strengths

- Staff
- Data requirements for reporting needs
- Chicago Office and the ROE's have developed stronger relationships
- Capacity is increasing. Not only are we just reporting data, we are now using it as well.
- Collaboration amongst staff and between divisions was very visible during the discussions with the Division Administrators.

Challenges

- Salaries of exempt staff
- When Legal department is understaffed it affects all divisions.
- NCLB, IDEA, Corey H court cases
- Responsibilities have increased, but what have we discontinued (Need to look internally; what can we sunset or prioritize? Becky & Brenda)
- The Agency is trying to be everything for everybody and it cannot be sustained. Possibly give up professional development/continuous improvement.

12. Board Efficiency & Effectiveness

- Move minutes to consent agenda
- Move Announcements & Reports to last item prior to adjournment
- Committee Chairs should get the agendas to Jean for distribution to members for phone call (already being done)
 - Simultaneous committees unless Committee Chair designates a need for a Committee of the Whole.
 - If members want to hear an issue on the agenda, they request that of the Committee Chair for any change in schedule of meetings.
 - Board Operations phone calls should be Committee Chairs, other members if they wish to participate.
- Discussion/debate should be in committee; All handouts in committees should be shared with all members of the Board
- No need for staff to come to the table at the plenary session, but they should be available in the room in case they are needed.

13. Board Reflection on 2005 Retreat

- **References to Agency/Board:** As often as possible, it would be helpful if staff and members would differentiate between when the "Agency" has taken action and when "The Board" has taken action. Attention to this is helpful both in information for the Board packet and information that goes out of the Agency. It was suggested that following the appointment of a new State Superintendent the Governmental Relations Committee may discuss the potential need for legislation to change the name of the agency.
- **Staff and Administrators of Color:** The Education Policy Committee will review information to be requested from ISAC, IBHE, etc. to see what is being done to encourage qualified students to pursue a career in teaching and whether National Board recipients are fulfilling their requirement.

CLOSED SESSION

At 4:50 p.m. on August 24, 2006, the Board passed the following motion to recess for the day and to go into closed session at 8:00 a.m. on Friday, August 25.

Motion

Ms. Joyce Karon moved that the Board recess this open meeting at 4:50 p.m. on Thursday and to enter into closed session at 8:00 a.m. on Friday, August 25, 2006, under the exception set forth in the Open Meetings Act of the State of Illinois, Section c 16, for the purpose of self evaluation, practices and procedures or professional ethics while meeting with the Deputy Executive Director of the National Association of State Boards of Education. Ms. Karon further moved that the Board be authorized to invite anyone else into the meeting as needed and that this open meeting will be reconvened at 11:15 a.m. on Friday, August 25, 2006. Mr. Ed Geppert seconded the motion and it passed on a unanimous roll call vote.

FRIDAY, AUGUST 25, 2006

Following a notice to the public, the open meeting reconvened at 10:45 a.m. on Friday, August 25, 2006. All members were present.

Dr. Bill Attea and Dr. Louis Coleman of Hazard, Young, Attea and Associates, Ltd. (HYA) provided the Board an update on the status of the State Superintendent Search.

Dr. Attea and Dr. Coleman provided the Board members a summary of the comments received from individual Board members and senior staff to date. The Draft Criteria was distributed based on those discussions. HYA will continue with their meetings with the public, legislative leadership, education groups, etc. HYA will share the *Draft Criteria* and various meetings across the state and gather input from individuals and groups relative to additions, deletions or prioritization of items on the draft list.

Dr. Vinni Hall moved to adjourn the Board Retreat at 11:15 a.m. Ms. Joyce Karon seconded the motion and it passed on a unanimous voice vote.

Respectfully Submitted,

Dr. Vinni Hall
Board Secretary

Mr. Jesse Ruiz
Chairman