AGENDA

1  Public Participation

*2. Discussion Items
   a. Minutes of the June Board Operations Committee Meeting (pp: 2-3)
   b. Review New Nominations for Resolutions of Recognition (Chris Ward)
      1) Roanoke-Benson CUSD #60 (under separate cover)
   c. Open Meetings Act Changes - Effect on State Board Operations (Darren Reisberg) (pp: 4-11)
   d. 2006 Retreat  Debriefing (pp: 12-18)

3. Decision Items
4. Additional Items
5. Adjourn

* At the conclusion of any discussion item in which the committee is ready to make a decision, a discussion item may be immediately moved for a decision.

** Items listed with a double asterisk (**) will be discussed in committee and Board action may be taken in the plenary session.
Dr. Chris Ward asked members and staff to introduce themselves for purposes of roll call. (See above.)

1. **PUBLIC PARTICIPATION:** There was no public participation.

2.a. **COMMITTEE MINUTES**

Dr. Vinni Hall moved that the minutes of the Board Operations Committee for the May committee meeting be approved. Dr. David Fields seconded the motion. The motion to approve the committee minutes passed with voice vote approval.

2.b. **REVIEW NEW NOMINATIONS FOR RESOLUTIONS OF RECOGNITION.** Dr. Fields moved to recommend resolutions for adoption at the September Board meeting in recognition of Walt Warfield, Ron Everett, and Clay Marquardt and their years of service to Illinois education. Dr. Hall seconded the motion and it passed on a voice vote.

2.c. **BOARD RETREAT PLANNING**

Ms. Karon reported that she had received suggestions for topics for review during the Board Retreat and that Jean Ladage had taken those suggestions, along with a list of agency divisions from which the Board would like to hear and attempted to put it into a timed schedule. Ms. Karon indicated that she and Dr. Ward have discussed the timeframe of the work conference, and from looking at the topics, it appears that the Board wishes to specifically concentrate on the areas of Teaching and Learning. In trying to combine Teaching and Learning with the High School Challenge issues, the School and District reorganization topics, we will attempt to combine some of blocks of time. The questions we would like to suggest for discussion with staff would be 1) What are the strengths of your division, 2) What are the challenges you are currently facing, and 3) What will it take for your division to get to the next level of performance or service? The next topic for the retreat would be financial projections, etc.

There is also the opportunity to conduct the Board self evaluation via a phone conference with the National Association of State Boards of Education, expenses for that purpose will be minimal. Finally, Dr. Ward has suggested that, during a portion of the retreat, the Board might look at the efficiency and effectiveness of its agendas and reflection on discussion at the 2005 retreat in terms of Board expectations vs. accomplishments. The Board will also have feedback from a staff evaluation of the Board to discuss during the self evaluation process. Ms. Karon indicated that she hoped to have a draft retreat time schedule available to members by the July meeting.

2.d. **H.S. Challenge Conference Wrap-up**

Dr. Ward asked Ginger Reynolds and Becky McCabe if they would like to make any further comments on wrap up of the H.S. Conference held on June 19-20 in Bloomington, IL. Becky McCabe indicated that out of almost 500 participants, about 250 stayed to provide feedback as to what they felt next steps should be. That information will be accumulated and distributed to the Board members.

Dr. Ward commented that he felt that our agency staff was very successful in building a coalition around this issue. He also felt that, as a Superintendent, Assistant Superintendent and Principal over
many years, this conference was the best he had seen that portrayed the work that must be done as well as the quality of the presentations and the timing of the entire conference was outstanding.

Dr. Hall thanked Dr. Dunn for the words he shared with conference participants and asked him to touch on the highlights for purposes of the minutes of this meeting.

Dr. Dunn indicated that he spoke about the national challenge that needed to be translated for Illinois. And that some of the national fixes won’t always be the right answers for every high school in our state. He also challenged districts and schools to get beyond the “tinkering” and look at “larger challenges” that they can achieve. Superintendent Dunn elaborated that there are a lot of paradoxes in Illinois high schools; we have very small high schools without the capacity to offer a global 21st century curriculum, while at the same time, there are some very large high schools that are striving to become small schools.

Dr. Dunn recalled that he quoted Hillary Pennington in that “Parents don’t share this clarion call” at this point. Many parents are fairly ok with their high schools and they do not have a sense of urgency that high schools need to reengineer themselves. Educators need to determine a way to navigate those paradoxes. Until we have each high school teacher thinking of themselves as a mentor for these young, developing adults, we will have a difficult time dealing with these students.

Becky McCabe thanked not only Mark Williams and Dana Kinley, but also the cosponsors for their assistance in coordinating all aspects of this conference.

3. Decision Items
Some items were moved from discussion to immediate decision per above notes.

4. Additional Items
Dr. Ward reminded members that June 23 is the deadline for RFSPs to be received for the Superintendent search and the Board members should continue to hold July 6 for a special meeting.

5. Adjourn
Dr. David Fields moved to adjourn the committee meeting. Ms. Joyce Karon seconded the motion and the meeting adjourned at 12:55 p.m.
The following is a brief synopsis of the changes to the Open Meeting Act resulting from Public Act 94-1058 (SB 585) and how these changes (which become effective on January 1, 2007) will impact the State Board’s operations:

- Section 1.02 has been amended to clarify the definition of “meeting”. The term “meeting” is defined as (with the underlined words being those added by the legislation): “any gathering whether in person or by video or audio conference, telephone call, electronic means (such as, without limitation, electronic mail, electronic chat, and instant messaging), or other means of contemporaneous interactive communication of a majority of a quorum of the members of a public body held for the purpose of discussing public business.” This should not impact the State Board’s operations, as my understanding is that the State Board has generally understood “meeting” to include gatherings other than face-to-face meetings.

- Section 2.06 (Minutes) has been amended to require that minutes explicitly include “whether the members were physically present or present by means of video or audio conference.”

- The changes that will have the most impact on the operations of the State Board are those involving the “physical presence” requirement:
  - A new Section 7 has been added and entitled “Attendance by a means other than physical presence”. Per this section:
    - “If a quorum of the members is physically present as required by Section 2.01, a majority of the public body may allow a member of that body to attend the meeting by other means (i.e., video or audio conference) if the member is prevented from physically attending because of: (i) personal illness or
disability; (ii) employment purposes or the business of the public body; or (iii) a family or other emergency;"

- A member wishing to attend by “other means” must notify the recording secretary or clerk of the public body before the meeting unless advance notice is impractical;

- A majority of the public body may allow a member to attend a meeting by other means only in accordance with and to the extent allowed by operational rules adopted by the public body (i.e., by-laws). The rules must conform to Section 7, may further limit the extent to which attendance by other means is allowed, and may provide for the giving of additional notice to the public or further facilitate public access to meetings; and,

- The limitations of Section 7 do not apply to (a) closed meetings of public bodies with statewide jurisdictions or (b) open or closed meetings of State advisory boards or bodies that do not have authority to make binding recommendations or determinations or to take any other substantive action.

The changes in Section 2.01 and Section 7 are most problematic with regards to: (a) special/emergency meetings (P.A. 94-1058 provides no exception for these); and (b) conference calls such as the one that the Board Operations Committee typically conducts to discuss the upcoming Board meeting (this is problematic only to the extent that State Board committees are found to be subject to the physical presence requirement of Section 2.01). In each instance, P.A. 94-1058 would prohibit such meetings/calls unless a quorum of Board or committee members was “physically present” per Section 2.01.

To the extent that State Board committees are found to be subject to the physical presence requirement of Section 2.01, the legislation does beg the question of what is a quorum for purposes of a committee meeting. The most prudent interpretation, though, would be that: a quorum for any State Board standing committee would be 3 committee members (and thus at least 3 committee members would need to be “physically present” per Section 2.01); any additional committee members that wished to attend must either be physically present per Section 2.01 or allowed to attend by other means per Section 7; and any other Board members not on the committee who wished to participate in the committee meeting would need to be either physically present per Section 2.01 or allowed to attend by other means per Section 7.

While Section 7 states that the limitations on attendance by those over and above the quorum does not apply to “closed meetings of public bodies with statewide jurisdiction”, public bodies like the State Board must vote to enter into closed session at an open meeting—so that ostensible flexibility does not prove helpful.

Recommendation for Next Steps: The State Board will need to revise its By-Laws in accordance with P.A. 94-1058. The revisions should include, without limitation, the development of rules for permitting attendance by other means (e.g., what is an “emergency”; will there be a limitation on the number of instances in a year where a particular Board member can attend by other means). The General Counsel can work with one or two Board members to develop such language and suggest revisions to the By-Laws, which can be considered by the Board Operations Committee in November and then by the Board as a whole, for action, in December.
AN ACT concerning government.

Be it enacted by the People of the State of Illinois, represented in the General Assembly:

Section 5. The Open Meetings Act is amended by changing Sections 1.02, 2.01, 2.05, and 2.06 and by adding Section 7 as follows:

(5 ILCS 120/1.02)  (from Ch. 102, par. 41.02)
Sec. 1.02. For the purposes of this Act:
"Meeting" means any gathering, whether in person or by video or audio conference, telephone call, electronic means (such as, without limitation, electronic mail, electronic chat, and instant messaging), or other means of contemporaneous interactive communication, of a majority of a quorum of the members of a public body held for the purpose of discussing public business.
"Public body" includes all legislative, executive, administrative or advisory bodies of the State, counties, townships, cities, villages, incorporated towns, school districts and all other municipal corporations, boards, bureaus, committees or commissions of this State, and any subsidiary bodies of any of the foregoing including but not limited to committees and subcommittees which are supported in whole or in part by tax revenue, or which expend tax revenue, except the General Assembly and committees or commissions thereof. "Public body" includes tourism boards and convention or civic center boards located in counties that are contiguous to the Mississippi River with populations of more than 250,000 but less than 300,000. "Public body" includes the Health Facilities Planning Board. "Public body" does not include a child death review team or the Illinois Child Death Review Teams Executive Council established under the Child Death Review Team Act or an ethics commission acting under the State Officials and Employees Ethics Act.
(Source: P.A. 92-468, eff. 8-22-01; 93-617, eff. 12-9-03.)

(5 ILCS 120/2.01)  (from Ch. 102, par. 42.01)
Sec. 2.01. All meetings required by this Act to be public shall be held at specified times and places which are convenient and open to the public. No meeting required by this Act to be public shall be held on a legal holiday unless the regular meeting day falls on that holiday.

A quorum of members of a public body must be physically present at the location of an open meeting. If, however, an open meeting of a public body (except one with jurisdiction limited to a specific geographic area that is less than statewide) is held simultaneously at one of its offices and one or more other locations in a public building, which may include other of its offices, through an interactive video conference and the public body provides public notice and public access as required under this Act for all locations, then members physically present in those locations all count towards determining a quorum. "Public building", as used in this Section, means any building or portion thereof owned or leased by any public body. The requirement that a quorum be physically present at the location of an open meeting shall not apply, however, to State advisory boards or bodies that do not have authority to make binding recommendations or determinations or to take any other substantive action.

A quorum of members of a public body that is not a public body with statewide jurisdiction must be physically present at the location of a closed meeting. Other members who are not physically present at a closed meeting of such a public body may participate in the meeting by means of a video or audio conference.

(Source: P.A. 88-621, eff. 1-1-95.)

(5 ILCS 120/2.05)  (from Ch. 102, par. 42.05)

Sec. 2.05. Recording meetings. Subject to the provisions of Section 8-701 of the Code of Civil Procedure "An Act in relation to the rights of witnesses at proceedings conducted by a court, commission, administrative agency or other tribunal in this State which are televised or broadcast or at which motion pictures are taken", approved July 14, 1953, as amended, any person may record the proceedings at meetings required to be open by this Act by tape, film or other means. The authority holding the meeting shall prescribe reasonable rules to govern the right to make such recordings.

If a witness at any meeting required to be open by this Act which is conducted by a commission, administrative agency or
other tribunal, refuses to testify on the grounds that he may not be compelled to testify if any portion of his testimony is to be broadcast or televised or if motion pictures are to be taken of him while he is testifying, the authority holding the meeting shall prohibit such recording during the testimony of the witness. Nothing in this Section shall be construed to extend the right to refuse to testify at any meeting not subject to the provisions of Section 8-701 of the Code of Civil Procedure "An Act in relation to the rights of witnesses at proceedings conducted by a court, commission, administrative agency or other tribunal in this State which are televised or broadcast or at which motion pictures are taken", approved July 14, 1953, as amended. (Source: P.A. 82-378.)

(5 ILCS 120/2.06) (from Ch. 102, par. 42.06)
Sec. 2.06. Minutes.
(a) All public bodies shall keep written minutes of all their meetings, whether open or closed, and a verbatim record of all their closed meetings in the form of an audio or video recording. Minutes shall include, but need not be limited to:
(1) the date, time and place of the meeting;
(2) the members of the public body recorded as either present or absent and whether the members were physically present or present by means of video or audio conference;
and
(3) a summary of discussion on all matters proposed, deliberated, or decided, and a record of any votes taken.
(b) The minutes of meetings open to the public shall be available for public inspection within 7 days of the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 7 days of the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.
(c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Archivist shall

Board Operations Committee Packet - Page 8
Records Act no less than 18 months after the completion of the meeting recorded but only after:

(1) the public body approves the destruction of a particular recording; and

(2) the public body approves minutes of the closed meeting that meet the written minutes requirements of subsection (a) of this Section.

(d) Each public body shall periodically, but no less than semi-annually, meet to review minutes of all closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection. The failure of a public body to strictly comply with the semi-annual review of closed session written minutes, whether before or after the effective date of this amendatory Act of the 94th General Assembly, shall not cause the written minutes or related verbatim record to become public or available for inspection in any judicial proceeding, other than a proceeding involving an alleged violation of this Act, if the public body, within 60 days of discovering its failure to strictly comply with the technical requirements of this subsection, reviews the closed session minutes and determines and thereafter reports in open session that either (1) the need for confidentiality still exists as to all or part of the minutes or verbatim record, or (2) that the minutes or recordings or portions thereof no longer require confidential treatment and are available for public inspection.

(e) Unless the public body has made a determination that the verbatim recording no longer requires confidential treatment or otherwise consents to disclosure, the verbatim record of a meeting closed to the public shall not be open for public inspection or subject to discovery in any administrative or judicial proceeding other than one brought to enforce this Act. In the case of a civil action brought to enforce this Act, the court, if the judge believes such an examination is necessary, must conduct such in camera examination of the verbatim record as it finds appropriate in order to determine whether there has been a violation of this Act. In the case of a criminal proceeding, the court may conduct an examination in order to determine what portions, if any, must be made available to the parties for use as evidence in the
prosecution. Any such initial inspection must be held in camera. If the court determines that a complaint or suit brought for noncompliance under this Act is valid it may, for the purposes of discovery, redact from the minutes of the meeting closed to the public any information deemed to qualify under the attorney-client privilege. The provisions of this subsection do not supersede the privacy or confidentiality provisions of State or federal law.

(f) Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

(Source: P.A. 93-523, eff. 1-1-04; 93-974, eff. 1-1-05; 94-28, eff. 1-1-06; 94-542, eff. 8-10-05; revised 8-19-05.)

(5 ILCS 120/7 new)

Sec. 7. Attendance by a means other than physical presence.

(a) If a quorum of the members of the public body is physically present as required by Section 2.01, a majority of the public body may allow a member of that body to attend the meeting by other means if the member is prevented from physically attending because of: (i) personal illness or disability; (ii) employment purposes or the business of the public body; or (iii) a family or other emergency. "Other means" is by video or audio conference.

(b) If a member wishes to attend a meeting by other means, the member must notify the recording secretary or clerk of the public body before the meeting unless advance notice is impractical.

(c) A majority of the public body may allow a member to attend a meeting by other means only in accordance with and to the extent allowed by rules adopted by the public body. The rules must conform to the requirements and restrictions of this Section, may further limit the extent to which attendance by other means is allowed, and may provide for the giving of additional notice to the public or further facilitate public access to meetings.

(d) The limitations of this Section shall not apply to (i) closed meetings of public bodies with statewide jurisdiction or (ii) open or closed meetings of State advisory boards or bodies that do not have authority to make binding recommendations or determinations or to take any other substantive action. State advisory boards or bodies and public bodies with statewide
jurisdiction, however, may permit members to attend meetings by other means only in accordance with and to the extent allowed by specific procedural rules adopted by the body.

**Effective Date:** 1/1/2007

**Floor Actions**

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/31/2006</td>
<td>Public Act ...........094-1058</td>
</tr>
</tbody>
</table>
TO:                  Board Operations Committee  
                          Illinois State Board of Education

FROM:            Joyce Karon, State Board of Education Member  
                          Jean Ladage, Board Services Coordinator

Agenda Topic:      2006 Board Retreat Debriefing

Purpose of Agenda Item
Board members will debrief on discussions from the 2006 Board Retreat.

The attached notes are not meant to be final minutes, but are in draft form intended for use in this debriefing.
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 Committee 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
6. **Technology** (two divisions Data Systems and Technology)

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

**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 (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 ROEs 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 were 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 at 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.