

**Oak Park River Forest High School  
201 N. Scoville  
Oak Park, IL 60302**

**Strategic Plan Steering Committee Minutes  
December 3, 2012**

Dr. Isoye opened the Strategic Plan Steering Committee meeting at 7:01 p.m., December 3, 2012 in the Staff Café of the OPRFHS, 201 N. Scoville, Oak Park, Illinois.

Members:

Nina Allen, Thrive Counseling Center	Dana Limberg, OPRFHS
Dr. Allan Alson, Facilitator	Sophia Lloyd, OPRF Community Foundation
Jan Arnold, Park District of Oak Park	Pat Maunsell, Facilitator
Marge Balchunas, OPRFHS	Melanie McQueen, Parent
Dee Brennan, Oak Park Public Library	John Messina, APPLAUSE
Mary Jo Burns, Ascension School	Kerry Nelson, PTO/P4SS
Leah Carlin, OPRFHS	Carolyn Newberry-Schwartz, Collaboration for Early Childhood
Dick Chappell, River Forest Community Center	Sharon Patchak-Layman, OPRFHS
Aleta Clardy, Community Member	Jan Pate, YMCA
Anthony Clark, Community Member	Regina Peterson, OPRF Scholarship Foundation.
Randall Clark, Community Member	Phil Prale, OPRFHS
Robert Cole, Village of Oak Park	Janice Pyrcce, Citizens' Council
Dr. Edward Condon, River Forest Elementary Schools	Bobbie Raymond, Alumni Association
JP Coughlin, OPRFHS	Brian Reilly, OPRFHS
John Duffy, Community Member	Dr. Albert Roberts, OP Elementary Schools
Valerie Fisher, OPRFHS	Latroy Robinson, Student
Joyce Gajda, OPRFHS	Nathaniel Rouse, OPRFHS
Kathryn Gargiulo, OPRFHS	Anna Schaidler, Roosevelt PTO
Nancy Guarino, Community Member	Joanne Schochat, District 97
Dr. Tina Halliman, OPRFHS	Steve Schwartz, OPRFHS
Sheila Hardin, OPRFHS	Carollina Song, Gwendolyn Brooks PTO
Nancy Heezen, OPRFHS	John Stelzer, OPRFHS
Burcy Hines, APPLE	Jessica Stovall, OPRFHS
Maria Hoye, Community Member	Karin Sullivan, OPRFHS
James Paul Hunter, OPRFHS	Drew Swope, Student
Dr. Steve Isoye, OPRFHS	Rick Tanksley, Oak Park Police Department
Stephanie Jackson, Community Member	Jane Townsley, Parent
Mary Johnson, Student	Mark Trinkka, Hephzibah
Kris Johnson, OPRFHS	Jason Tyszko, Community Member
Grace Kavinsky, Student	Alysia Wallace, OPRFHS
Ray Kennelly, Dominican University	Brenda Jones Watkins, Triton College
Kathy Kern, Parenthesis	Kimberly Werner, Supported Education Association
Larry Landfair, Community Member	Cathy Yen, BOOSTERS

Members not present: Aleta Clardy, Jane Townsley, Jason Tyszko, community members; Jan Arnold, Park District of Oak Park; Dee Brennan of the Oak Park Library; Sophia Lloyd of the OPRF Community Foundation; Jessica Stovall, OPRFHS faculty members, Dr. Tina Halliman, Assistant Superintendent for Pupil Support Services; Chief Rick Tanksley of the Oak Park Police Department.

Visitor included Terry Dean of the *Wednesday Journal*.

### **Ideas, Questions and Concerns**

Dr. Alson reported on the number and type of focus groups conducted to date and their participation rate. He happily reported that approximately 45 people attended the December 1 Focus group for the community.

The discussion at the December 17 Steering Committee will be an analysis of the data collected via the focus groups and the survey, and considering the implications for the strategic plan, etc.

Dr. Alson then described the activities in conjunction with the agenda for this evening.

- 1) The committee will begin to 1) refine the values that should help shape and inform the strategic plan and 2) to begin to think about the conversations that will shape the work of task forces. The value statements should reflect desired thoughts, emerging ideas, reoccurring themes, core values, the survey results, and the focus group feedback. Ultimately, they will be used to form the mission and vision statements.
- 2) Bill Foster of School Perceptions and architect of the surveys will talk about the overall process used and what was learned thus far.
- 3) Dr. Isoye will give an overview and status report on the surveys.

Committee members spent time reviewing value statements included in the packet. The list included both current and sample ones from other schools. Committee members were allowed to provide additional value statements. Each table collectively ranked one statement with a number from 10 to 2, with 10 being the highest priority. Multiple values could be assigned a value of 1. The Committee used computers that were stationed at their table to input their responses.

Dr. Isoye thanked the Committee for encouraging others to participate in the focus groups and in the survey. He explained that the District decided to use the methodology of surveying that would procure the broadest response. The following vehicles were used to provide information about how one would take the survey: *Wednesday Journal*, staff and student emails, student daily announcements, website posting, and a postcard was sent to every household in Oak Park and in River Forest. Even with that extensive an outreach, the responses received did not match the school's demographics. As such, the District will continue to outreach to parents and to work with parent groups, making computers available at their ready to take the survey. In addition, he asked the committee members for names of potential organizations within the communities of Oak Park and River Forest that serve African-American, Latino, and Asian communities, and for their help in reaching out to them. Additional information will come from the focus groups as to the public's perception and from this Committee. Dr. Isoye noted that the survey would be open until January 6, 2013.

Dr. Isoye then introduced Bill Foster of School Perceptions, noting that he had been one of the architects of the survey. Mr. Foster spoke about different sampling methods that can be used to gather information, i.e., a random sampling or an all-encompassing sampling. He asked the Committee to think strategically when reviewing the data. He reviewed the community survey data, affirming that the sampling was not representative of the community.

Comments from the Committee included:

1. A preference would have been for parents with more than one child at the high school to be able to fill out one survey per child. Bimodal distribution makes everything average and one loses the ability to say what is strong and what is weak. The survey may not be an accurate picture.

2. Homework could have included a higher category than three.
3. What is the definition of “other high school?” “Metropolitan area” was chosen rather than “neighboring high schools”
4. This is the District’s data and it will be presented.

Mr. Foster will review the open-ended questions by using software to look for themes, key phrases, etc. He will then name them. An example of naming would be that of technology, where he would then look for words such as smart boards, computers, etc. and post those comments under the theme. This is a more efficient approach rather than having the committee review the comments, as that would take a good deal of time.

Dr. Alson restated that the survey would stay open through January 6. Significant outreach will occur. The data may change depending on future participation. He asked the committee members to review the data and bring to the December 17 what they would like to see disaggregated. The focus group qualitative input is rich. Verbatim notes were taken during the focus groups and the sessions were taped. Individuals were not identified. The Committee will be asked to do a SWAT (Strengths, Weaknesses, Action, and Threats) analysis of what was heard at the focus groups. If more data were desired, the Committee was asked to share that with the administration.

Ms. Song observed that some questions had different gaps, e.g., parents versus staff. Who has the priority in that situation? At what point does the Committee receive or react to the data? The Committee’s structure has not permitted it to focus on what 23<sup>rd</sup> century learning mean. Dr. Alson stated that the structure of this plan is to capture a vast amount of data, e.g., a storehouse of the school qualitatively, through both focus groups and the survey. The Steering Committee is purposely diverse, representing an array of subgroups. Once the Committee has reviewed the focus group data and survey information, it will move out of the data phase. While there have been very rich, productive conversations around the values thus far, time has not allowed the Committee to dig deeper which will help to shape the frame as to how the mission and vision is developed. This group may continue after the data phase. It could do its own SWAT analysis.

Dr. Alson acknowledged that the timing is taking longer than originally anticipated. Ms. Maunsell and he will meet with the administration in January to determine how to get the Committee’s approval on a plan and bring it to the Board of Education for approval.

### **Adjournment**

The meeting adjourned at 9:03 p.m.