



Oak Park Elementary School District 97

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TO: Lincoln Community

FROM: Dr. Carol Kelley, Superintendent of Schools

RE: Informational Report - Update on March 17 Lincoln Principal Resignation: After-Action Report

DATE: August 2020

In March 2020, I shared the draft actions following the lessons captured from the resignation of Laura Zaniolo, the former principal of Lincoln Elementary School. The ultimate goal is to support district plans for the recruitment, hiring, onboarding and system of support for the future principal of Lincoln.

Below, please find an update on the actions outlined and discussed in March:

Action	Status	Notes
<p>Focus on strengthening district and school team culture (collaborative culture): High-functioning teacher teams lead to greater success for students. We will continue to strategically place and provide support to our team leaders and the functioning of our Building Leadership Teams (BLTs) through an internal professional learning opportunity called "Leading Teacher Teams." This professional learning stream will be designed and delivered by our District 97 Instructional Coach team, led by the Director of Organizational Learning. Our Sr. Director of HR along with our Sr. Director of Equity will oversee the selection of the teacher leaders who will fill the roles for SY21. Following the selection of these leaders, a 3-day retreat in August 2020 will be provided where the school's BLT will come together to build their team, write their SIP, and engage in professional learning around leading adults. Additionally, their professional learning plan will continue with 3 follow-up sessions throughout the 2020-2021 school year. Lastly, this work will remain a stream of conversation and reflection for the Instructional Coach team throughout the 2020-2021 school year.</p>	IN PROGRESS	<p>Learning sessions are beginning the week of August 24.</p> <p>Job-embedded professional learning and support will continue every month (from September - May)</p>
<p>Establish liaison for staff to give input and feedback about the district's decisions: In addition to</p>	IN PROGRESS	We will begin to interview for the HR Coordinator position in

<p>strengthening district and school team culture, the “Leading Teacher Teams” professional learning opportunity will further improve the relationship between groups and improve staff morale in relation to improving two-way communication between schools and district departments. Additionally, if the March 17 staffing proposals are approved, the <i>HR Coordinator, Strategic Partnerships and Recruitment</i> will be responsible for serving as a liaison for staff to give input and feedback about the district’s decisions. If the March 17 staffing proposal for this position is not approved, we will work collaboratively with our team leaders to determine how to provide a safe space for staff members so that all voices are heard.</p>		<p>September. We will utilize this person as a liaison between the buildings and district in many ways with emphasis on building environment/culture.</p>
<p>Increase administrative/social service support to Lincoln: The proposal for increased staffing for Lincoln (<i>increase social workers to 2.0 FTE; increase psychologists to 1.0 FTE; add 1.0 Student Support Specialists; add 1.0 full-time receptionist</i>) will be shared with BOE by March 17.</p>	<p>IN PROGRESS</p>	<p>Due to the COVID-19 pandemic, we have postponed hiring the receptionist role. However, we have moved forward with all other hires to support staff and students in a remote environment.</p> <p>Lincoln teacher Marvin Childress will serve as the school’s Student Support Specialist. He will assist the administrative team in organizing and fostering a positive learning environment that is conducive to best meeting the needs of all students, staff and parents.</p>
<p>Provide executive coaching and PD support/enrichment for building principals: Eboney Lofton and Carrie Kamm will review proposals for executive coaching and PD support/enrichment for building principals by June 30. The proposal for this support will be shared with BOE by June 1.</p>	<p>COMPLETED</p>	<p>The district has introduced a new principal mentorship program, which is being led by Faith Cole.</p> <p>Additionally, principals (those who elect to participate) will be engaged in small group coaching sessions called Network Improvement Communities that will be coached within the district’s formal meeting structures. The NIC groups are made up of 3-4 principals and the process includes a blend of data driven cycles and innovation focused on improving an instructional leadership challenge in their school. Each cycle runs 6-8 weeks that include facilitated sessions within a school visit that includes the facilitator</p>

		and the principals in that group to collect and analyze
<p>Conduct baseline audit and ongoing culture/climate coaching and PD support/enrichment for building: Request proposals to conduct culture/climate audit and PD support/enrichment for staff (“<i>deep dive to determine and address challenges</i>”) by June 30. An update on our progress will be shared with BOE in July</p>	ON HOLD	This action will be postponed at least until SY22. We are unsure about our financial situation beyond this school year; and while this is important, we will need to wait and see what are needs are holistically.
<p>Audit Spanish Immersion Program: By May/June, we will request proposals (from contractors) to conduct an external audit of our Spanish Immersion program that will examine the program, specifically the benefits of the program on students’ academic and attendance outcomes, as well as demographic compositions. An update on our progress will be shared with BOE in July.</p>	IN PROGRESS	<p>Hanover Research is planning to conduct an Academic Outcome Analysis this Fall. The results of this analysis will support District 97 in identifying disproportionalities in academic outcomes that have demonstrated persisting trends. Similarly, this analysis can support the district in determining any impacts that specific program participation has had on various student groups and their academic outcomes.</p> <p>Dr. Lofton (Chief Academic and Accountability Officer) has been in touch with Hanover to ensure that the Spanish Immersion program is one of the specific programs they will analyze. If not, we are planning to seek a proposal for Hanover to conduct the audit.</p>
<p>Provide parent workshops on how to advocate for children in ways that honor the professional expertise of staff: In SY21, District 97 Parent University sessions will include at least one workshop on this topic. The workshop will be developed with a cross-role team of PTO leaders, teachers, and parents. An update on our progress will be shared with the BOE prior to each of our District 97 Parent University events.</p>	PENDING	Because of the COVID-19 crisis, our initial Parent University sessions largely focused on remote learning (e.g., expectations for remote learning, technology they need to know for remote learning, and a restorative circle session on how to support their children in learning from home). We are still planning to incorporate workshops on this topic in future sessions.
<p>Host two additional town hall meetings for the Lincoln community to provide updates on recommendations/actions: Two additional meeting dates will be established following spring break. By April 6, additional information will be shared directly with the school community once dates are selected.</p>	PENDING	On April 24, we shared an update with the Lincoln community (see here). Dates for in-person gatherings have been postponed indefinitely. However, we will continue to update the community

		on our plans via electronic communications. Residents will also be encouraged to contact us via email or Let's Talk.
<p>School leaders will disseminate newsletter to families in conjunction with the District's Director of Communications, providing updates to keep them informed about district's efforts to prepare Lincoln to receive their new school leader: Throughout the remainder of SY20, Amanda Siegfried will continue to support Lincoln's leadership team with weekly updates, which they can use in their weekly school newsletter.</p>	COMPLETED	Amanda Siegfried supported Lincoln's leadership team with their weekly updates through the end of the 2019-2020 school year.
Refine hiring processes to improve finding candidates who meet our expectations.	COMPLETED	
Begin search for Lincoln principal during the 2020-2021 school year, with an anticipated employment start date of July 1, 2021.	NOT STARTED	Interim Principal Ryan Gordan was approved by BOE. She and Sheila Carter will serve as co-principals at Lincoln during the 2020-2021 school year.