

ROCK ISLAND-MILAN SCHOOL DISTRICT #41

Board of Education Meeting

September 8, 2026

Sharon Williams, Ed. D.

Superintendent



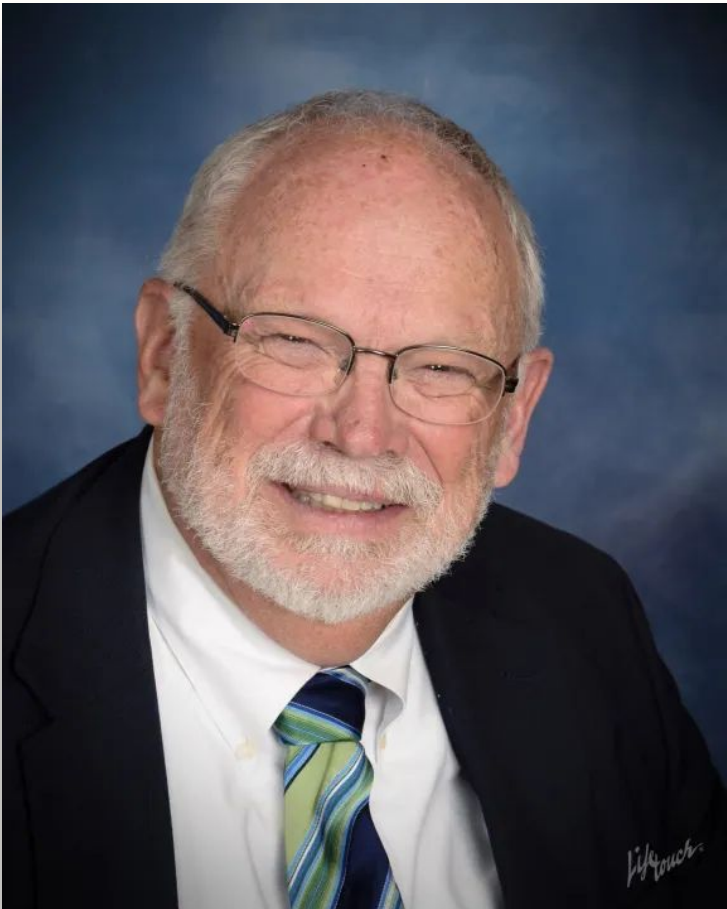
AGENDA

1. Rock Island Citizens of the Year
2. 2026 - 2027 Scholar Board Member Introductions
3. Human Resources Audit Update

Rock Island Citizens of the Year

Individual: Gary Rowe

Executive Director Rock Island Community Foundation; Executive Director Rauch Family Foundations



Education: Jadiem Wilson

Principal Ridgewood Elementary School



Organization, Church or Non-Profit: Pam's Place

Pamela Seales, Founder



Scholar Board Members

Scholar Board Members:

- Have a dual responsibility of reporting to the School Board as well as the students they represent.
- Will act in an advisory capacity providing their voice on issues brought before the board but do not have voting privileges.
- Will meet with their respective principal or designee prior to each Board of Education meeting to prepare their student report.
- Must be full time students in Rock Island - Milan School District, in good academic standing, be able to meet state and school guidelines for extracurricular participation and possess good verbal and written communication skills.



What is the Selection Process for Scholar Board Members?

Scholars submitted a 500–700 word essay responding to the following prompt:

Why do you want to serve as a scholar member of the school board, and how will you represent the voice of your peers to help improve the school district?

Requirements:

- Grade Level: 11-12
- Minimum GPA: 2.5 (consideration given for extenuating circumstances)
- At least one letter of recommendation from a staff member
- Essays were rated in the following categories: Clarity of Purpose, Representation of Student Voice, Ideas and Solutions, Communication and Writing Skills, Creativity and Authenticity.
- Final interview with Board Leadership and the Superintendent

Thurgood Marshall Learning Center, Rock Island High School, and District Leaders calibrated scores for the final selection.



Human Resources Audit Year 1 Progress & Year 2 Plans

Dr. Dominique Moore, pHCLE

Assistant Superintendent of Human Resources



Presentation Roadmap

Our comprehensive review of HR operations follows a structured, multi-year approach to address identified areas of vulnerability systematically.

YEAR 1

Achievements: Highlighting completed priority actions and structural improvements within Talent Acquisition.

YEAR 2

Core Focus: Deep dive into Talent Development, including orientation, mentorship, training, and evaluation compliance.

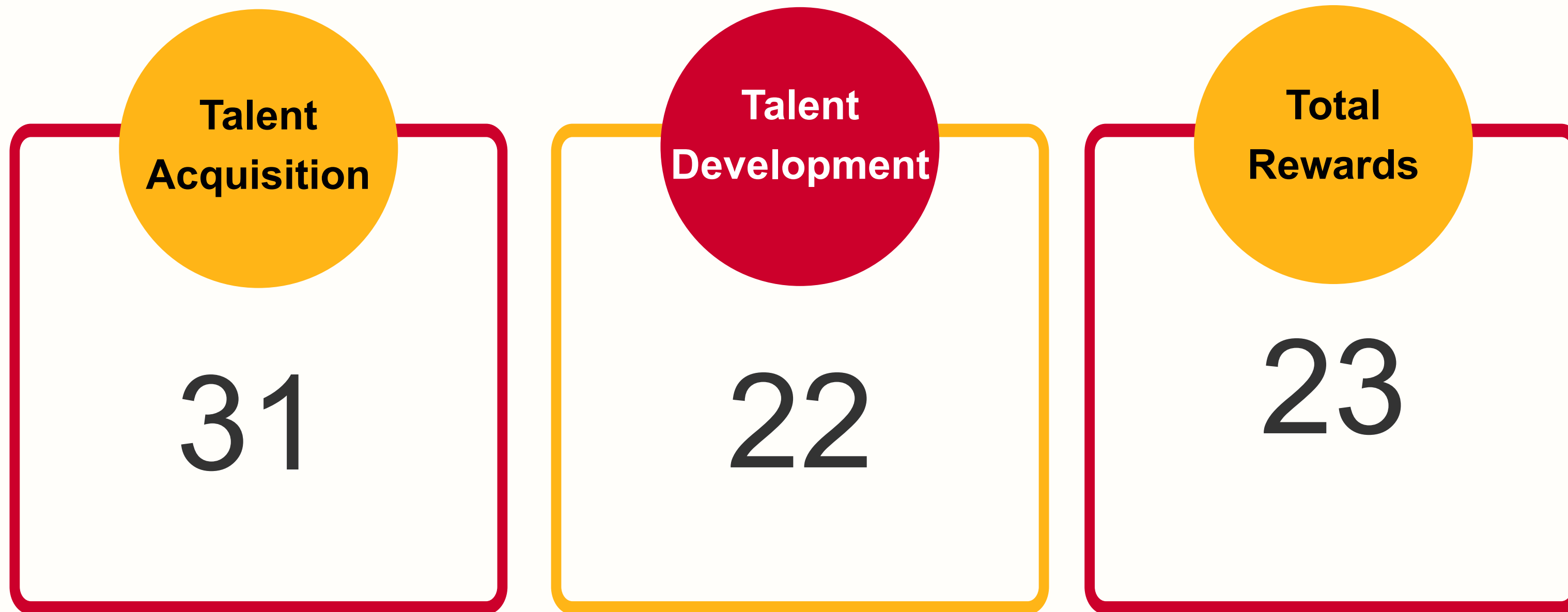
YEAR 3

Preview: A look ahead at our strategic roadmap for Total Rewards, focusing on system automation and benefits optimization.

Human Resources Domains

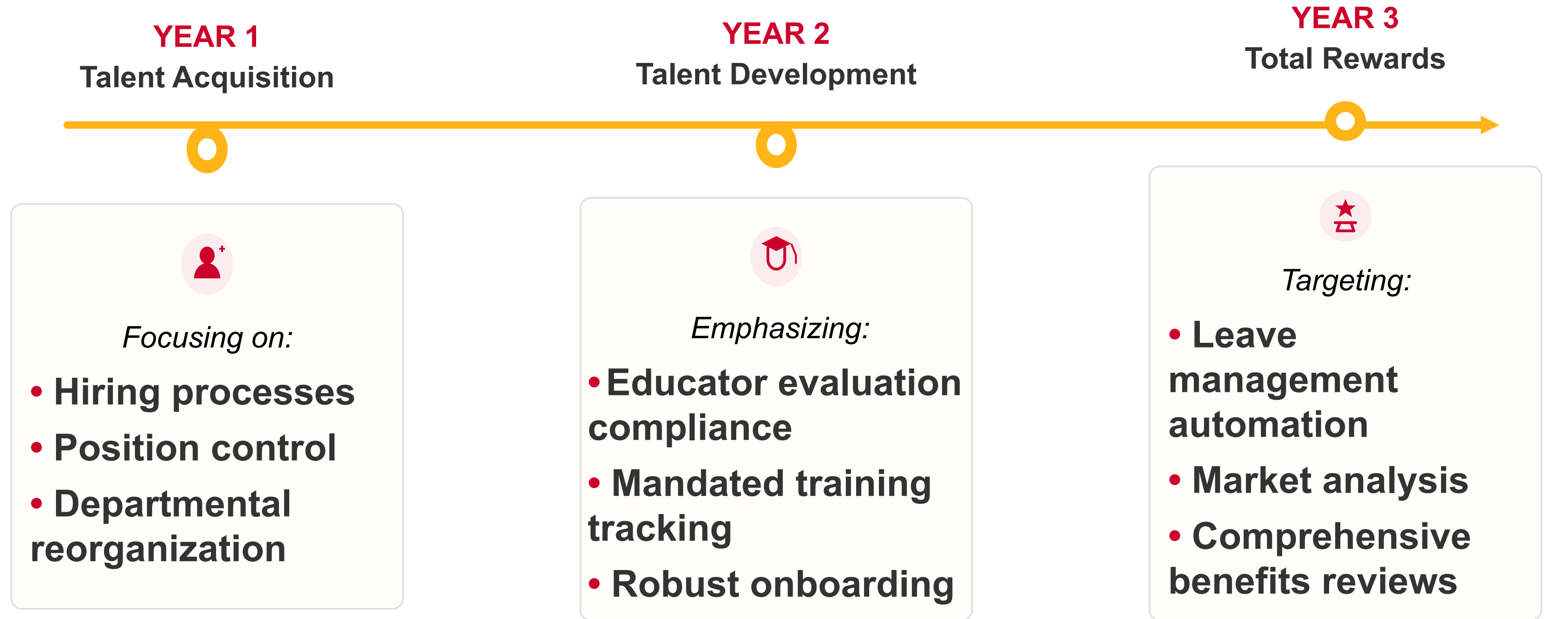


HR Audit - Areas of Vulnerability



The Three-Year Strategic Roadmap: Focus Areas

The HR Audit identified specific areas of vulnerability, which we have mapped into a three-year strategic plan across core human resources domains.



Department Commitment

Compliance Does Not Pause While Systems Evolve

We are responding to an active audit and ongoing HR operations involving real people and real timelines. To succeed, we must continuously balance three critical operational elements:

1. **Daily operations**
2. **Legal obligations**
3. **Continuous improvement**

The goal is not immediate perfection, but rather establishing consistency, transparency, and sustainability across all human resources functions.



Priority Actions

1. Reorganize the Human Resources Department. - *Completed.*
2. Begin the process of creating, documenting and communicating processes and procedures that align with State Statutes, Collective Bargaining Agreements, & Board Policy. - *On-going.*
3. Employee credential audit. - *Completed.*



YEAR 1 Progress:

Talent Acquisition Audit Accomplishments

FOUNDATIONAL PROGRESS

Year 1 yielded significant improvements in foundational infrastructure and hiring processes, moving us toward greater compliance and efficiency.

- 01 Implemented a formal process for staffing plans and position control.
- 02 Transitioned hiring paperwork from manual paper processes to available electronic versions.
- 03 Consolidated multiple job postings for the same positions to streamline recruitment.
- 04 Conducted a credential review of all certified staff and worked with ROE on a plan to bring all staff into full compliance by December 2026.



Focusing on Talent Development

Year 2 shifts our strategic focus to Talent Development, addressing critical audit recommendations to support and evaluate our staff effectively.

Onboarding & Mentorship

01

Evaluating new teacher orientation and developing a comprehensive district-led mentoring program.

Evaluation Compliance

02

Ensuring evaluations meet School Code requirements and are properly tracked and reported.

Employee Resources & Training

03

Developing comprehensive handbooks/resource guides for certified staff, classified staff, and substitutes.



Year 2 Plans - Onboarding

Strengthening Teacher Orientation & District Mentorship

We are actively revising our support structures to integrate new staff into the culture of District 41 and improve early-career retention.

- Evaluating the effectiveness of the new teacher orientation and mid-year orientation programs.
- Revising the Teacher Mentor Program to create a robust, district-led initiative that supports new teaching staff.
- Reviewing the Welcome Team concept to ensure consistent implementation across the district.



Year 2 Plans - Evaluation

Aligning Educator & Principal Evaluation Compliance

Core Mandate

Ensuring compliant, high-quality, and timely evaluation processes across the district is a critical mandate for Year 2.

Compliance & Revisions

- 01 Identifying a process to track that all evaluations occur as required by State Statutes, Collective Bargaining Agreements, & Board policy.
- 02 Successfully ensuring that all required evaluation data is reported to the Employment Information System.
- 03 Disaggregate the evaluation data for use in professional development planning.



Year 2 Plans - Resources & Training

Aligning Training & Employee Resources

We are implementing systems to monitor compliance and standardize training and develop accessible training resources.

01

MANDATED TRAINING

Establishing a formal process to monitor the completion of assigned, state-mandated training for all employees.

02

INTER-RATER RELIABILITY

Planning to initiate inter-rater reliability activities for all administrators completing evaluations and interviewing activities.

03

EMPLOYEE DISCIPLINE/ INVESTIGATIONS

Develop and maintain a structured training cycle to ensure all administrators receive ongoing training on proper investigation procedures.



Year 3 Preview: Total Rewards Progress & Leave Automation

Year 3 will focus on optimizing compensation, benefits, and automated tracking systems to support our workforce.

01

LEAVE AUTOMATION

Continued implementation of Standard Operating Procedures (SOPs) and implemented an organized spreadsheet and calendar system for tracking FMLA and all leave.

02

OPEN ENROLLMENT

Exploring ways to simplify system enrollment and onboarding processes for the human resources department.

03

MARKET ANALYSIS

Planning to establish a 5-year process for market analysis of non-affiliate positions and salaries to ensure competitive compensation.



Next Destination:

Ongoing Collaboration & Continuous Strategic Commitment

Our progress beats perfection. We must maintain momentum to transition from being audit-ready to having a stronger, sustainable HR foundation.

01

Continue creating, documenting, and communicating processes that align with State Statutes, Collective Bargaining Agreements, & Board Policy.

02

Implement plans to ensure tracking of credentials for all staff.

03

Sustain commitment to addressing identified areas of vulnerability across all three HR domains.



BOARD OF EDUCATION

ROCK ISLAND MILAN

SCHOOL DISTRICT #1

