



**COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF EDUCATION
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204**

**Room 103-104
100 South Brainard Avenue
La Grange, Illinois 60525
Monday, October 2, 2023 - 6:30 PM**

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC PARTICIPATION

V. STRATEGIC PLAN

A. Goal Three Update

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VI. FINANCE

A. 2023 Property Tax Levy

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VII. PUBLIC PARTICIPATION

VIII. ADJOURNMENT

**BY ORDER OF
DAWN AUBERT
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
100 SOUTH BRAINARD AVENUE
LA GRANGE, IL 60525**

LYONS TOWNSHIP HIGH SCHOOL

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EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Dr. Brian Waterman, Superintendent
District #204 Board of Education

FROM: Ed Piotrowski, Director of Human Resources

DATE: Monday, October 2, 2023

RE: Strategic Plan Progress Update (Goal Three)

During the October 2 Committee of the Whole Meeting, we will share an update regarding Goal Three of the strategic plan. The update will include a brief overview of the Scorecard and Action Plans for this goal. In addition to the overview, we will highlight specific areas within Goal Three. These highlight areas will include:

- ✓ Goal Three (High Quality, Diverse Staff)
 - Highlights from 2022-2023
 - Updates to Hiring Practices
 - Expansion of Professional Development for C/NC Staff
 - Induction and Mentoring Program
 - Review of Scorecard and Goal Metrics
 - Focus Areas for 2023-2024
 - Certified Professional Appraisal
 - Professional Development for ParaEducator Staff
 - District Staff Onboarding

Information for each of the five strategic plan goals is posted on the [LTHS Strategic Plan Website](#). On the Strategic Plan Website you will find Goal Scorecards, as well as Goal Dashboards that contain the strategies, rationale, and general timelines for each of the goals.

Recommendation

No action is required. This item is informational.

LYONS TOWNSHIP HIGH SCHOOL



Strategic Plan Goal Three Update October 2, 2023



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Strategic Plan Goal 3 Update

LTHS is committed to providing a high quality education to all students. Goal 3 of the strategic plan addresses the action steps LTHS is taking to **invest in staff and culture to ensure innovation, collaboration and accountability**. Goal 3 strategies focus on attracting, retaining and supporting staff members and represent the district's commitment to honor our tradition of excellence, foster innovation, and empower ALL students in their quest for a fulfilling life.



Goal 3: High Quality, Diverse Staff

INVEST IN STAFF + CULTURE TO ENSURE INNOVATION,
COLLABORATION, + ACCOUNTABILITY

*Enhance staff satisfaction,
innovation and campus unity
through engagement,
collaboration, voice, and
professional development.*

*Attract, recruit, hire, mentor
and support strong employees
who reflect the LT community
and commit to our mission,
vision, core values and goals.*



Goal 3: High Quality, Diverse Staff

STRATEGY 7

Enhance staff satisfaction, innovation, and campus unity through engagement, collaboration, voice, and professional development.

STRATEGY 8

Attract, recruit, hire, mentor and support strong employees who reflect the LT community and commit to our mission, vision, core values, and goals.

2023-2024 Goal 3 Task List

- Establishment of a committee to examine staff gatherings
- Development of statewide Affinity Group
- Continued evolution of the Induction and Mentoring Program for certified staff
- Include Portrait of Employee in job descriptions/postings/meeting agendas and offers of employment
- Continuation of C/NC Professional Development Committee
- Creation of ParaEducator Professional Development Committee
- Continued and expanded use of Handshake, outreach to colleges/universities with diverse candidates in educational fields
 - Follow-up interviews with staff to solicit feedback about experiences/attitudes
- Review and modification to the current certified staff appraisal system
- Development of a committee to improve onboarding processes for all staff workgroups
- Hosting and participating in career fairs, both in person and virtually
- Expansion of screening videos from an equity lens, expansion of implicit bias training

Goal Metrics

Certified Staff Demographics, Non-Certified Staff Demographics, Non-Certified Staff Retention, Certified Staff Retention, Certified Staff Panorama Survey, Non-Certified Staff Panorama Survey, Special Population Endorsements

Goal 3 Highlights From 2022-2023

- Hiring Practices
 - Interrupting Bias in the Hiring Process
- Induction and Mentoring Program
- Professional Learning for Employee Workgroups
 - Classified/Non-Contractual Staff
 - Certified Staff



2022-2023 Staff Demographics

| | Certified/Adminin. | Non-Certified | All Staff |
|-------------------------------|--------------------|---------------|-----------|
| White | 92.16% | 77.29% | 85.95% |
| Black | 2.51% | 6.99% | 4.38% |
| Hispanic | 4.08% | 14.85% | 8.58% |
| Asian/Pacific Islander | 1.25% | 0.87% | 1.09% |

- Increases in the percentage of staff members of color from the previous year in all three groupings:
 - Certified/Administrative Staff: Increase from 6.60% to 7.84%
 - Non-Certified Staff: Increase from 22.36% to 22.71%
 - All Staff: Increase from 13.36% to 14.05%



Induction and Mentoring Program

- New Induction and Mentoring Program Coordinators
 - Presentations and Training Designed Around Strategic Plan
 - Monthly Meetings with First and Second Year Certified Staff
 - Quarterly Check-In Meetings



Professional Learning

Classified/Non-Contractual Employees

- C/NC Professional Development Committee
 - Established in Summer 2022
 - Purpose of identifying professional development and culture/climate opportunities for C/NC staff
- School Safety Training
- Illinois Municipal Retirement Fund Presentation
- Google Technology Training
- Mandated Compliance Training

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Goal 3 Scorecard Metrics

| Goal Metric | Summary | Baseline/Target | Current |
|---|--|--------------------------------|---------|
| Staff Demographics (Certified Staff) | The percentage of non-white certified staff, with a target of annual new hire demographics matching or exceeding non-white student demographic percentages. | Baseline: 6.6% Target: 7% | 7.84% |
| Staff Demographics (Non-Certified Staff) | The percentage of non-white non-certified staff, with a target of annual new hire demographics matching or exceeding non-white student demographic percentages. | Baseline: 22.4% Target: 25% | 22.71% |
| Staff Retention (Certified Staff) | The percentage of certified staff who return to the district. This measures voluntary and involuntary turnover from the prior school year, but excludes retirements. | Baseline: 97.2% Target: 95% | TBD |



Goal 3 Scorecard Metrics

| Goal Metric | Summary | Baseline/Target | Current |
|--|--|--------------------------------|---------|
| Staff Retention (Non-Certified Staff) | Percentage of non-certified staff who return to the district. This measures voluntary and involuntary turnover from the prior school year, but excludes retirements. | Baseline: 88.4% Target: 90% | 91.28% |
| Panorama Survey (Certified Staff) | Percent of certified staff responding favorably to Sense of Belonging reported on Panorama Survey. | Baseline: 54% Target: 58% | 54% |
| Panorama Survey (Non-Certified Staff) | Percent of non-certified staff responding favorably to Sense of Belonging reported on Panorama Survey. | Baseline: 54% Target: 58% | 34% |
| Special Population Endorsements | Percent of staff holding LBS1, EL, Reading, and/or Bilingual content endorsements. | Baseline: 16.8% Target: 20% | 19.27% |



Focus Areas for 2023-2024

- Certified Professional Appraisal System Review and Revision
- Expansion of Professional Development for ParaEducators
- District Onboarding Committee
- Hiring Practices and Creation of Affinity Spaces



Professional Appraisal System Review

- Current System In Place Since Early 2000s
- Best Practice in Teaching and Learning Has Changed
- LT Practices/Supports Have Changed
- Professional Learning Communities
 - Co-Teaching
 - TEC Coaches
 - Instructional Coaches
- Changes to State Requirements/Plan Design



Professional Learning

ParaEducators

- Establishment of ParaEducator Professional Development Committee
- PLC/School Improvement Days
 - Meetings with Special Education or Program Teams
 - Crisis Prevention Intervention (CPI) Training
 - Specific Division/Department Meetings (Non-Special Education)
 - Mandated Compliance Training



2023-2024 Hiring Data (New Staff)

| | Certified/Admin. | Non-Certified | All Staff | Students (IIRC)* |
|-------------------------------|------------------|---------------|-----------|------------------|
| White | 70% | 71.43% | 70.46% | 67.6% |
| Black | 10% | 0.00% | 6.82% | 3.2% |
| Hispanic | 16.67% | 28.77% | 20.45% | 23.8% |
| Asian/Pacific Islander | 3.33% | 0.00% | 2.27% | 2.3% |
| Two or More Races | N/A | N/A | N/A | 2.9% |

*IIRC Data From Last Published Report Card



Expansion of LTHS Affinity Spaces

- In Partnership with the Illinois State Board of Education
- LT is one of 46 affinity groups associated with ISBE and TEACH+Plus in the Illinois Affinity Group Network
- Focus is on supporting the retention, professional development and the overall sense of belonging



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Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 9/27/2023
Re: 2023 Property Tax Levy

Usually at this time of the year, I would provide a first look at the upcoming property tax levy for 2023. However, similar to last year, I do not yet have the final version of the 2022 tax levy. Since each new tax levy builds on the prior year, I do not have the ability to accurately project the 2023 tax levy numbers at this time. We believe that the final numbers for the 2022 levy will be available by the end of October in time to calculate an estimated levy that needs to be approved by the Board in November.

Below are a few bulleted points that I can share regarding the 2023 levy:

- The Consumer Price Index in December of 2022 was 6.5%. We are capped at 5% so the increase to the total 2023 levy can be 5%.
- Including additional amounts for new property, we will most likely request an increase to the 2023 levy of 5%-7% over the 2022 levy.
- Historically the district has conducted a Truth-In-Taxation Hearing every year whether required or not. With an expected increase of over 5%, we will be required to hold a hearing before final adoption in December.
- A 5% increase will bring an estimated increase to the 2023 levy of \$3.8 million.
- We will need to adopt an estimated levy at the November Board meeting and the final in December as the documents are due to Cook County no later than the last Tuesday in December.

As soon as we have the final levy information for 2022, I will begin the process of generating the 2023 levy numbers. I will keep the Board informed of any changes as we go forward with the delay of the 2022 levy numbers.

Recommendation: For Information