

## **EDUCATIONAL COMMISSION MINUTES**

The regularly scheduled Meeting of the Educational Commission was held on Tuesday, February 6<sup>th</sup>, 2018.

### **INTRODUCTIONS AND WELCOME:**

Chairman Pro Tem Veazey called the meeting to order at 6:32 P.M.

### **Members Present:**

Dr. Doris Langon, (Arrived at 6:40 P.M.), and Kelvin Oliver, Trustee Liaison.

### **Commissioners Absent:**

Cheryl Rutherford, Don Ransford, Kjuana Marshall, Dr. Delores Woods, and Tonya Davis.

### **Guests:**

None.

### **PUBLIC COMMENT:**

There were no members of the public present for Public Comment.

### **APPROVAL OF MINUTES FROM EDUCATIONAL COMMISSION MEETING – JANUARY 9<sup>th</sup>, 2018:**

Due to the fact that there was no quorum, the Minutes could not be approved at this time.

### **FUTURE MISSION DISCUSSION:**

Chairman Pro Tem Veazey and Trustee Oliver discussed the Objectives and Measurements of the five goals pertaining to the Mission Statement. The proposed Mission Statement is: “To advocate the interests of the citizens of Olympia Fields as they pertain to education and to assist the students of Olympia Fields in reaching their optimal level of education and career building pursuits.”

The first objective is to “Develop and sustain a network of academic and career resources.” Chairman Pro Tem Veazey suggested changing the word “network” to “an array of academic and career resources.” The first Measurement for this Objective is “Website database.” The goal is for our site to look like the Website in Texas that Trustee Oliver spoke of at a prior meeting. Chairman Pro Tem Veazey and Trustee Oliver agreed that the first Measurement should be restated to: “Develop VOF Website presence with Resources.” The second Measurement is to “Develop a Tutoring Program.” (Commissioner Langon arrived at 6:40 P.M.)

Commissioner Langon suggested that the first Objective be restated as follows: “Develop and sustain academic and career resources.” Chairman Pro Tem Veazey brainstormed several tutoring scenarios. The whole idea is tutoring available at Village Hall one or two-days a week or Saturdays. It would add value to the citizens.

Chairman Pro Tem Veazey stated that the next Objective is: “Collect data on current student (Pre-K through college population.” The Measurements are: “Olympia Fields survey; school data.” He stated that a combination of different databases can be used. 1. Olympia Fields survey; 2. School data; 3. U.S. Census data or Village; and 4. HOA Data. He stated that between those sources we should be able to come up with a fairly accurate sense of our student population. Commissioner Langon stated that another way to get people out of the woodwork is to have an event targeted for that. She stated that the Village could do a better job of identifying who their residents are. She inquired whether or not our kids have library cards. Chairman Pro Tem Veazey stated that the library should be collecting data on who uses it. Chairman Pro Tem Veazey stated that he will add the “Library” as a Measurement. He stated that Commissioner Langon just added another bullet for the first Objective, “Pre-K Programs.” When we sit down with our Superintendents that needs to be an issue.

Chairman Pro Tem Veazey stated that the next Objective is to: “Develop and sustain an Olympia Fields Community/Business/Higher Education resources network.” “Measurement. 1. Develop Business Database.” We have “Mentorship Programs and Career Talks.” Commissioner Langon stated that it is the Village’s database as well. We also talked about Internship and Apprenticeship Opportunities. Chairman Pro Tem Veazey stated that he added “Internships and Apprenticeships” under “Measurements” for Objective Number 3.

Chairman Pro Tem Veazey stated that Objective four is to: “Develop and foster relationships at District and school levels to maintain and distribute current information and to inspire efforts.” The “Measurement” is “Periodic meetings with outcomes defined.” After a brief discussion, the Objective was changed as follows: “Develop and foster relationships at District and school levels to foster communication and share information.”

Chairman Pro Tem Veazey stated that the fifth Objective is to: “Collect and post-performance data, both District wide and Olympia Fields specific.” The “Measurement” is: “Annual website posting.” Chairman Pro Tem Veazey stated that we can post our newsletter on the site and we can use the back of the water bill to let people know that it is there.

Commissioner Langon inquired what specific performance data would we ideally be posting? Chairman Pro Tem Veazey stated the SAT Information. We will post 162, 227, and H-F. He stated that we don’t have time to fill-in the “Strategy” part. He is going to have this corrected and sent back out. The Strategies are the actual things you are going to do to get these things done. He will send this back out and everybody can start putting their ideas of what the Strategy will be. Chairman Pro Tem Veazey stated that President Burke had stated that we should have three things that we are going to try to do. We have five. Commissioner Langon stated that we need to recruit members to make this happen. Chairman Pro Tem Veazey stated that each one of us should find one person that we can bring onboard.

Chairman Pro Tem Veazey stated that he sent a message to President Burke today notifying him of our decision to discontinue all efforts to jointly host a previously planned Career and College Readiness Event in conjunction with Matteson Elementary School District 162. The event was tentatively scheduled to take place this spring. Our reason for discontinuing this effort is largely due to our need to focus all of our attention on the task of examining how our Commission can best meet the needs of the citizens of Olympia Fields in the future. We have requested direction

on how our decision should be formally communicated to Matteson 162, and how the funds the Village has allocated to Matteson 162 for the event should be returned.

Commissioner Langon doesn't know if the Village President knows it was an Annual Event. Chairman Pro Tem Veazey stated that he was just communicating our decision. Commissioner Langon stated that she understands. She wanted to be on record, that it was a great experience for students. Trustee Oliver stated and for all involved.

### **MINI GRANT RUBRIC DISCUSSION:**

Chairman Pro Tem Veazey stated that he put together something because it appears previous efforts did not utilize a Rubric.

Commissioner Langon stated that there was a very good Rubric. Chairman Pro Tem Veazey stated that we have to make some decisions on these Mini Grant Proposals. Trustee Oliver stated that our decisions should be based on whatever it was that the teachers understood was necessary to get the money. Commissioner Langon stated that they have to be true to whatever verbiage went out. Trustee Oliver stated that many of those people have applied in the past so they know what the expectations were.

Chairman Pro Tem Veazey read from the Mini Grant Notice and Guidelines, and that the Rubric will follow the requirements.

Commissioner Langon stated that she needs to see what went out this year. Chairman Pro Tem Veazey stated that he has the letter. He will get the other part. Commissioner Langon read the following: "In 300-words or less, describe how the Teacher will use the funds to: Show evidence of Standards Alignment; Student Engagement; Mastery of Standards; and School Community Engagement." She believes those were the four pillars that we did something else with. She stated alignment with the Learning Standards. Student engagement, that it involves students. They demonstrate some mastery of the Standards. There was some school community. That was the framework that went into the Rubric. Once we wrote this, the Rubric followed. Trustee Oliver suggested reaching out to Reggie. Trustee Oliver will go through his files. Chairman Pro Tem Veazey will ask Gladys to reach out to Reggie. Commissioner Langon inquired of Chairman Pro Tem Veazey what his timeline is on this.

Chairman Pro Tem Veazey was hoping that we could agree upon a Rubric today. Assuming everybody would be here, the Applications are on Gladys's desk. He would send everyone a copy of the final Rubric. You would take them home and read them. We come together in a couple of weeks and make our decision.

Commissioner Langon stated that her concern is what was sent to the schools. That can quickly be developed into some kind of Rubric. You take the guidelines and you do the Rubric. Chairman Pro Tem Veazey stated that he will find out if we have it. If we don't have it, we have to prepare one. Commissioner Veazey stated that our charge is to get a Rubric done quickly so we can still have a discussion in two-weeks.

Commissioner Langon stated that going back to the “Objectives” and “Measurements,” she would like to see the highlights of our students, or success stories. Chairman Pro Tem Veazey stated that we will add another bullet under “Measurement” on the fifth Objective: “Capture outstanding performance.” Commissioner Langon stated that when we meet with the Superintendents and the Principals, they can tell us their good stories and what they are working on. It is beyond the scores. This is part of our job.

**ADJOURNMENT:**

Chairman Pro Tem Veazey concluded the meeting at 7:40 P.M.

Respectfully submitted by Faith Stine.