

School Advisory Forum (SAF) Meeting Minutes

Date: March 5, 2026

Time: 6:00 PM

Location: Crystal Lake Middle School

Principal: Ms. Harris

Mission Statement

Breaking Boundaries, Unlocking Potential, and Pursuing Excellence

[SAF - Agen...J 2026 (1) | PDF]

1. Call to Order / Welcome

The meeting was called to order by **Ms. Harris, Principal**. Attendees were welcomed to the School Advisory Forum meeting.

[SAF - Agen...J 2026 (1) | PDF]

2. Approval of Previous Meeting Minutes

The minutes from the **January 22, 2026 SAF meeting** were presented for review and approval.

[SAF - Agen...J 2026 (1) | PDF]

3. PM2 Data Overview

- PM2 results show improvement compared to prior years.
- Several schools are matching or exceeding last year's PM3 performance.
- The North Region currently has approximately **7–8 schools rated "C."**
- The regional goal is to eliminate all "C" ratings.

[SAF - Agen...J 2026 (1) | PDF]

4. Assessment and Accountability Overview

- Progress Monitoring (PM) assessments measure **ELA for grades 3–10**.
- **PM3 for grade 10** is tied to graduation requirements.

- Math PM assessments occur at the **elementary and middle school levels**.
 - School grades are calculated using:
 - Proficiency (Levels 3–5)
 - Learning gains
 - Lowest quartile gains
- [SAF - Agen...J 2026 (1) | PDF]
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5. Instructional Practices and Teacher Support

- Approximately **70% of newly hired teachers** do not come from colleges of education.
 - This increases the need for **on-site professional development and coaching**.
 - The instructional focus is divided into two phases:
 - **First half of the year:** Teacher development
 - **Second half of the year:** Targeted student interventions and closing learning gaps using PM data
 - Teachers, literacy coaches, and administrators collaborate closely during this process.
- [SAF - Agen...J 2026 (1) | PDF]
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6. Secondary School Practices

- Emphasis was placed on ensuring students take PM assessments seriously.
 - Teachers are analyzing their own data and working closely with literacy coaches.
 - Instructional strategies include:
 - Spiraling standards through daily warm-ups
 - Targeted interventions
 - Student grade tracking sheets to promote ownership of learning
- [SAF - Agen...J 2026 (1) | PDF]
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7. Targeted Interventions

- Schools are implementing **cross-teaching models**, where teachers strong in specific standards teach across classrooms.
 - Data analysis focuses on:
 - Individual students
 - Subgroups (ESE students and English Language Learners)
 - Benchmark standards
 - Tiered supports include:
 - **Tier 1:** Core instruction
 - **Tier 2 and Tier 3:** Push-ins, pull-outs, workshops, and afterschool tutoring [SAF - Agen...J 2026 (1) | PDF]
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8. Financial Literacy Graduation Requirement

- Financial Literacy is now a **state graduation requirement**.
 - All high school students must complete **one financial literacy course**.
 - There is **no End-of-Course (EOC) exam** associated with this requirement. [SAF - Agen...J 2026 (1) | PDF]
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9. Parent and Community Concerns

- Concerns were raised about **equitable access to tutoring**, particularly for:
 - ESE students
 - Students identified as off standard
- Families were encouraged to report cases where support is not provided.
- Additional concerns included:
 - Making testing data more parent-friendly
 - Improving access to information through **Focus** and **i-Ready**

- Discrepancies between classroom performance and PM2 scores in early grades
 - It was noted that some PM assessments may include content not yet taught.
 - Emphasis was placed on educating parents about score interpretation and ensuring students take assessments seriously.
- [SAF - Agen...J 2026 (1) | PDF]
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10. District Hiring Freeze

- A district hiring freeze is impacting school-based staffing.
 - Staffing is reviewed weekly and remains fluid due to:
 - Approximately **20 teacher departures per week**
 - Declining enrollment
 - Anticipated school closures
 - Certified district staff may be temporarily assigned to schools, though certification requirements limit placements.
 - Concerns were raised regarding:
 - Communication with parents about staffing changes
 - Instances of unstructured class time due to staffing shortages
 - Staff reassigned from district positions retain their current pay.
 - Temporary compensation adjustments may be provided for staff assuming additional responsibilities (e.g., acting administrative roles).
- [SAF - Agen...J 2026 (1) | PDF]
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11. Adjournment

The meeting was adjourned. Attendees were reminded to **sign the sign-in sheet**.

SAF Agenda
March 5, 2026
6:00 PM
Ms. Harris, Principal
CRYSTAL LAKE MIDDLE SCHOOL
Breaking Boundaries, Unlocking Potential, and Pursuing Excellence

- 1. Welcome!**
- 2. Approval of the meeting minutes of January 22, 2026 meeting**

PM2 Data Overview

PM2 results show improvement compared to prior years, with some schools already matching or exceeding last year's PM3 performance. The North Region currently has approximately 7–8 "C" schools, with a regional goal of eliminating all "C" ratings.

Assessment and Accountability Overview

PM assessments measure ELA for grades 3–10, with PM3 in grade 10 tied to graduation requirements. Math PM testing occurs in elementary and middle school. School grades are calculated based on proficiency (Levels 3–5), learning gains, and lowest quartile gains.

Instructional Practices and Teacher Support

Approximately 70% of newly hired teachers do not come from colleges of education, increasing the need for in-school training and support. The first half of the year focuses on teacher development, while the second half focuses on targeted student interventions and closing learning gaps using PM data. Teachers, literacy coaches, and administrators collaborate closely during this period.

Secondary School Practices

Schools emphasized the importance of students taking PM assessments seriously. Teachers are analyzing their own data and working with literacy coaches to target specific standards. Instructional strategies include spiraling standards through warm-ups, targeted interventions, and student grade tracking sheets to build student ownership of academic progress.

Targeted Interventions

Schools are using cross-teaching models in which teachers with strong results in specific standards teach across classrooms. Data analysis focuses on individual students, subgroups such as ESE and English language learners, and benchmark standards. Tiered supports include Tier 1 core instruction and Tier 2 and 3 interventions such as push-ins, pull-outs, workshops, and after-school tutoring.

Financial Literacy Requirement

Financial Literacy is now a state graduation requirement. All high school students must complete one financial literacy course, although there is no EOC exam associated with the course.

Parent and Community Concerns

Concerns about equitable access to tutoring for ESE students and those identified as off standard. These students should have access to tutoring and encouraged reporting any cases where support is not provided. Additional concerns included making testing data more parent-friendly and improving access to information through platforms such as Focus and IReady. Concerns about low PM2 scores in early grades compared to classroom performance. Some PM assessments may include content not yet taught and emphasized the importance of educating parents on score interpretation and ensuring students take assessments seriously.

District Hiring Freeze

- Hiring freeze and its impact on school-based staffing.
 - Staffing is reviewed weekly and remains fluid due to approximately 20 teacher departures per week, declining enrollment, and anticipated school closures. Certified district staff may be temporarily assigned to schools to help cover vacancies, though certification requirements and specialized roles limit some placements.
 - Concerns regarding communication with parents about staffing changes and instances of unstructured class time resulting from staffing shortages.
 - Staff reassigned from district positions to schools retain their existing pay. Temporary compensation adjustments may be provided for staff taking on additional responsibilities due to vacancies, such as acting administrative assignments.
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- **Adjourn**
 - **Please sign the Sign in Sheet**

★ SAC Sign In Sheet for Crystal Lake MS (1871)

Date: 8/5/2026

Time: 5:30

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Christine Barreto		✓		Alina Aiken
2	ALINA AIKEN		✓		Kerson Sussmyn
3	Meredith Sussmyn		✓		Alina Aiken
4	Rod Danner	✓			Lillian Blossini
5	LIELEN BLASINI		✓		
6	BRETT CLARKSON				
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