

**Oak Park River Forest High School
201 N. Scoville
Oak Park, IL 60302**

**Strategic Plan Steering Committee Minutes
November 5, 2012**

Dr. Isoye opened the Strategic Plan Steering Committee meeting at 7:00 p.m., November 5, 2012 in the Staff Café of the OPRFHS, 201 N. Scoville, Oak Park, Illinois.

Members:

Nina Allen, Thrive Counseling Center	Larry Landfair, Community Member
Dr. Allan Alson, Facilitator	Dana Limberg, OPRFHS
Jan Arnold, Park District of Oak Park	Sophia Lloyd, OPRF Community Foundation
Marge Balchunas, OPRFHS	Pat Maunsell, Facilitator
Dee Brennan, Oak Park Public Library	Melanie McQueen, Parent
Mary Jo Burns, Ascension School	John Messina, APPLAUSE
Leah Carlin, OPRFHS	Kerry Nelson, PTO/P4SS
Dick Chappell, River Forest Community Center	Carolyn Newberry-Schwartz, Collaboration for Early Childhood
Aleta Clardy, Community Member	Sharon Patchak-Layman, OPRFHS
Anthony Clark, Community Member	Jan Pate, YMCA
Randall Clark, Community Member	Regina Peterson, OPRF Scholarship Foundation.
Robert Cole, Village of Oak Park	Phil Prale, OPRFHS
Dr. Edward Condon, River Forest Elementary Schools	Janice Pyrcce, Citizens' Council
JP Coughlin, OPRFHS	Bobbie Raymond, Alumni Association
John Duffy, Community Member	Dr. Albert Roberts, OP Elementary Schools
Valerie Fisher, OPRFHS	Latroy Robinson, Student
Joyce Gajda, OPRFHS	Nathaniel Rouse, OPRFHS
Kathryn Gargiulo, OPRFHS	Anna Schaidler, Roosevelt PTO
Nancy Guarino, Community Member	Steve Schwartz, OPRFHS
Dr. Tina Halliman, OPRFHS	Carollina Song, Gwendolyn Brooks PTO
Sheila Hardin, OPRFHS	John Stelzer, OPRFHS
Nancy Heezen, OPRFHS	Jessica Stovall, OPRFHS
Burcy Hines, APPLE	Karin Sullivan, OPRFHS
Maria Hoye, Community Member	Drew Swope, Student
James Paul Hunter, OPRFHS	Rick Tanksley, Oak Park Police Department
Dr. Steve Isoye, OPRFHS	Jane Townsley, Parent
Stephanie Jackson, Community Member	Mark Trinkka, Hephzibah
Mary Johnson, Student	Jason Tyszko, Community Member
Kris Johnson, OPRFHS	Alysa Wallace, OPRFHS
Grace Kavinsky, Student	Brenda Jones Watkins, Triton College
Ray Kennelly, Dominican University	Kimberly Werner, Supported Education Association
Kathy Kern, Parenthesis	Cathy Yen, BOOSTERS

Members not present: Aleta Clardy, Maria Hoye, Stephanie Rowe Jackson, Wyanetta Johnson, community members; Jan Arnold, Park District of Oak Park; Dee Brennan of the Oak Park Library; Joyce Gajda and Brian Reilly of OPRFHS; Kathy Kern of the Parenthesis; and Anna Schaidler of Roosevelt PTO.

Visitors included Cheryl L. Witham, OPRFHS Assistant Superintendent for Finance and Operations; Amy Hill, OPRFHS Director of Research and Assessment; Lewis Rieck of the River Forest Community Center; Joanne Schochat, District 97 Assistant Superintendent of Human Resources and General Counsel; and Jeff Weissglass, community member.

Ideas, Questions and Concerns

Dr. Alson reminded the Steering Committee members of the following Focus Group dates:

Saturday, November 17

Monday, November 19

Saturday, December 1

Please send RSVP to Ms. Kalmerton.

Dr. Alson reminded the Steering Committee of the norms.

Dr. Alson reiterated the expectations of the committee members that were laid out at the first committee meeting. He apologized if anything had been misleading.

- 1) Attend every meeting; and
- 2) Participate in task forces.

If someone is unable or unwilling to participate in a task force, it will be understood. No meeting is presently scheduled for February. In March, April and May, the committee will meet two times per month. The goal will be for the task forces to do the same.

He reminded all to write their questions on the post-in notes and post them on the easel. All questions are important.

Links to articles written by authors such as Dr. Ron Ferguson will be posted on the website. A list of the questions will be handed out at each meeting.

Dr. Alson will look into providing follow up data to questions in the future, i.e., what are the measureable outcomes for Project Scholar, etc.

The next meeting's agenda will include climate data as it relates to attendance, behavioral issues, etc.

Data

The group continued its review of the academic data that had presented at the last meeting. After the review, the committee again considered the following questions.

- 1) What did we learn?
- 2) What questions do we have?
- 3) What might be some future implications?

After doing so, Dr. Alson encouraged people to write their questions on the post-it notes and then to pin to the flip chart. These will be compiled into one document and distributed to all.

Cheryl Witham presented two PowerPoint presentations. One was titled Strategic Planning Facility Update and the other was titled Strategic Planning Financial Update. She reviewed both of the presentations with the committee members. She pointed out that additional information was included on the website, i.e., the Long Range Projection Model, Comprehensive Annual Financial Statement, Budget Book, etc.

In the presentation regarding the Financial Update, Ms. Witham highlighted the following.

- The Board of Education established the Advisory Leadership Team (ALT) to examine the financial projection model and recommend adjustments to the superintendent
- The representative groups on the ALT
- Its parameters, the fiscal realities, the impact of adopting proposed recommendations
- A chart of targeted savings (the District will develop these)
- Critical variables such enrollment, staffing, health care trends, pension reform, softer landing
- The January 2012 ALT recommendations (investments that give long-term savings such as technology infusion, tutoring center, modified closed campus, etc.
- The first-year results
- FY 2013 Budget Highlights

The next presentation was a Facility Update. Ms. Witham highlighted the following.

- A description of the facility/high school
- The building's frequency of use not only by the school community but by the outside community
- The building's present condition
- A Long-term Facility Planning Committee was commissioned by the Board of Education to assess the buildings needs and to develop a long-term plan
- What funds had been set aside in the long-range financial projections for proposed infrastructure projects
- The status of the Committee's work
- The utility cost savings that have been accomplished since 2009

Dr. Alson clarified that Steering committee will defer to the Long-Term Facility Planning Committee and that recommendations can be recognized in strategic planning. This committee does not want to duplicate the other's work. Again, the committee considered the same questions.

Legat architects had been commissioned to do a usage survey and found that while the high school could house the projected enrollment of 3,900 students, the building would have to be used differently than it is today. Legal will also look at 21st Century learning and different configurations. Only monies have been set aside for infrastructure items. No monies have been set aside for teaching and learning considerations or what facilities might support those considerations. Other spaces in the community are now utilized, e.g., the River Forest Community Center, Oak Park Hospital, etc.

Again, committee members were asked to post their questions to the flipchart.

Ms. Hill and Ms. Witham were thanked for their presentations.

Adjournment

The meeting adjourned at 8:55 pm.