

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 North Scoville Avenue
Oak Park, IL 60302

FINANCE COMMITTEE MEETING
Tuesday, December 7, 2010

A Finance Committee meeting was held on Tuesday, December 7, 2010. Co-Chair McCormack called the meeting to order at 7:37 a.m. in the Board Room. Committee members present were John C. Allen, Terry Finnegan (departed at 9:18 a.m. and returned telephonically at 9:21 a.m.), Dr. Ralph H. Lee, Amy McCormack, Dr. Dietra D. Millard, and Sharon Patchak-Layman. Also present were Steven T. Isoye, Superintendent; Nathaniel L. Rouse, Principal; Lauren M. Smith, Director of Human Resources; Cheryl L. Witham, Chief Financial Officer and Treasurer; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Kay Foran, Community Relations and Communications Coordinator; James Paul Hunter, FSEC Chair; Doug Wiley, OPRFHS Supervisor of Finance; Robert Zummallen, Director of Buildings and Grounds; Micheline Piekarski, Food Service Director; Tom Kirchner, Jack Lanenga, Director of Data Services; Jason Dennis, OPRFHS Dean; Gavin Morgan and David Boulanger of the Oak Park Township Youth Services; John Ochoa, Ron Richardson, Jim Woods, Kevin Sullivan, and Carol Abrams of FGM; and Patrick Brosnan, Rob Wroble, Jeff Sandberg, and Mark Siwik, Ron Richardson of Legat & Associates.

Approval of November 11, 2010 Finance Committee Minutes

It was the consensus of the Committee members to accept November 11, 2010 Finance Committee minutes, as amended.

Youth Interventionist

Mr. Morgan and Mr. Boulanger reviewed the background and the services that were performed by the Youth Interventionist Program staff that has advanced degrees and specialized training in education, criminal justice, law enforcement, intelligence gathering, substance abuse, violent youth/adults, therapy/counseling, PTSD, instructional design, crisis intervention and de-escalation. The funding formula was questioned this year and no written rationale was found as to why the funding is as it is. The concept was that the community would come together as one. The Village of Oak Park's usage is probably 80 to 85 percent with 80 percent being high school aged children. While the high school has a responsibility, the problem of drugs, gangs and violence occurs in all parts of the community and, as such, all have a stake in preserving community peace.

Mr. Boulanger reviewed the scope of services provided to each taxing body. The high school and elementary schools are responsible for all education of youth in the communities and the Township has the broad responsibility for all youth outside of the schools. The third entity, the Village, has 24-hour responsibilities as it includes health and police services. He referred to page 4 of the handout which stated the above and his rationale for the future.

The River Forest Park District questioned both the mission and whether all entities should fund this or just the Townships: it decided, at this time, not to participate this year. However, that decision may be reconsidered within the next couple of months. The \$3800 that had been allotted to the River Forest Park District will be absorbed either by 1) the Township, or 2) distributed among the participating units under a cooperative arrangement. The guiding principle is that all units should have “financial skin in the game,” that their staffs are extensions to the Township staff, and that the interventionists become their consultants and trusted staff members. The time spent with the River Forest Park District is part of what it gained by being a participant in this organization.

Dr. Lee noted that there is no way to assess how much each body should be obligated to pay. He felt the questions to be answered were: 1) is the problem sufficiently important to take seriously? 2) Is each body able to contribute financially and otherwise? 3) Is there a proposal of a viable political agreement? He felt that the Township had answered these questions and he supported it wholeheartedly.

Reflecting on the bigger picture, Ms. Patchak-Layman noted that the interventionist model was designed for the safety and support of the youth in the community, allowing the interventionists to intervene before the police. The percentages showed that the Village of Oak Park carried a bigger share in an effort to keep students out of the criminal justice system. That has changed. The safety portion has changed from being 28% to being shared equally with the Township and not more proportionately than the other agencies’ involvement. How did the change from being a main actor to a shared actor occur? Mr. Boulanger responded that one incident prompted this involvement. At that time enforcement was huge. Over the years, many other aspects have been involved, particularly that of working with families with troubled situations. Ms. Patchak-Layman stated that many police departments have an interventionist program attached to them to do this work. Drugs and violence were the two things most caseworkers have to deal with and, thus, safety is paramount. While she wanted the interventionist program to continue, she was concerned about the safety part of it not being reflected in the percentages. She did not know why Village’s portion had been reduced when it has a major stake in what happens in the Village. Mr. Boulanger said that no data existed for those factors when the interventionist program was originated. His only response was the model suggested and it is the Township’s desire to promote and continue this activity, and has increased its own percentage in this area. If there were a desire to increase the services of the program, he would bring the issue to the Councils of Government of both Villages. The Police Departments would make reports and then the agreement would be renegotiated.

Mr. Allen stated that The Township should notify this Board of Education if the River Forest Park District did not want to participate, as this Board would pick up its share. Mr. Boulanger appreciated that offer and added that the Park District of Oak Park made the same offer.

Mr. Finnegan thanked Mr. Boulanger for developing this model and he agreed with the percentages.

Included in this report were the Client Demographics reports from January 1 through August 30, 2010 and September 1-30 which depicted current active caseloads of 53 and 49 respectively. The total cases year to date were 858. In addition a Team Report for September was provided, including the background information about the intervention team members and the Review of the Youth Interventionist Program Origins, Rationale and Cost Sharing prepared by Mr. Boulanger dated November 1, 2010. This report included information about the Youth Interventionist Program origins, why public safety remains a key issue, research supports a collaborative approach, the Oak Park Township's primary role, the necessary commitment by all units to address community needs, and why cost sharing is the most efficient use of funds. The proposed cost sharing for 2012 is set at 69% Oak Park, 14% OPRFHS, and 17% River Forest. This would mean \$35,538 for the high school, an increase of \$5,204.

Mr. Morgan had also included the Oak Park Youth Interventionist Program Description which included budget, billing, structure, services, and the IGA.

The Finance Committee members recommended that the Board of Education approve the Interventionist Proposal at its regular December Board of Education meeting under the Consent Agenda.

RFQ for Architect

Ms. Witham reported OPRFHS published a Request for Qualifications for Architectural Services. Eleven firms attended the on-site pre-proposal conference. The District received and reviewed thirteen RFQ packets. Based on the scoring of the selection criteria, four firms were clustered together with the highest scores. The four highest scoring firms were invited to an interview with the committee that then asked a list of predetermined questions of all four firms. The four firms were ranked according to the selection criteria. Two firms emerged as leaders and FGM Architects and Legat Architects were invited to make presentations at this meeting. Both firms reviewed the information they provided in the packets with the Committee members.

Both had experience with the Project Lead the Way program. FGM had worked with Crystal Lake and Warren Township on their programs. Legat had worked with Nile Township on this project and noted that STEM was a very exciting program, a think tank.

When asked how the firms addressed state rules and regulations, zoning, and follow through as well as their internal checks and balances, FGM responded that it is familiar with the service region's rules and regulations. It is also familiar with Oak Park zoning as it has worked with Fenwick High School. Legat responded that it looks for guidance from both the Regional Office of Education and other agencies, i.e., fire departments, ISBE, IDPH, etc. It also asks its other project managers in other offices to look at projects.

When asked about the firms' diversity, FGM responded that it adheres to all equal opportunity rules and regulations; it has a diverse staff and a commitment to the firms to which it partners. It works in the City of Chicago, which has very stringent requirements, and it exceeds those requirements. Legat responded that it has an open hiring program and diverse staff. People are hired based on their talent and what they bring to the table. It has

six different ethnicities in the firm. It has informed us and created a better architectural firm.

Legal is also involved with the American School House Council, an organization that views different ideas throughout the country, such as STEM, and other organizations throughout the world in an effort to identify the creative jobs that students will need to be involved in the future, the curriculum to support them, and the dollars needed.

Both firms were thanked for their presentations.

Ms. Witham reported that Wight had been involved in both the design and the build out. The District has now decided to hire an architect for designs, drawings, and bid specifications, and use a separate construction management professional as a new model. Mr. Finnegan was appreciative of the level of the presentations and looked forward to the administration's recommendation to the Board of Education as to which firm to hire.

Ms. Patchak-Layman stated that firms do interact with boards of education in terms of their conversation about facilities development, the mission/vision of the school, and how that is matched with the educational plans. Those conversations involve the architectural firms being able to interact with boards and the boards should know that the firm will be able to take their suggestions and put them into a facilities plan. The Board could take what it felt was positive or a highlight relative to the two firms that presented and discuss their qualifications. The *School Code of Illinois* states that most schools have architect of record policies. Often more than one firm is approved by the Board of Education. Depending on the scope of the project, one may be contracted to provide the services for one project and another firm for another project. She asked Ms. Witham if the Board of Education was looking to define what these two firms were able to offer or was it looking to find the one firm with which it will always work. Ms. Witham responded that the District looked for a firm with a "deep bench" and that both these firms have that qualification. In addition, both these firms have track records in working with boards of education and in programming areas, e.g., in design of spaces, working with staff, and long-range planning, etc.

It was the consensus of the majority of the Finance Committee members to approve the administration's recommendation for the architectural firm at its regular December Board of Education meeting under the Finance portion of the agenda.

Construction Update

EnerNoc DemandSMART Program

OPRFHS received \$3,206.94 for participating in this program last summer as a result of the District's participation in the voluntary energy brown outs.

Pools

Leakage was found after the pools were filled. Wight & Company was notified that they are responsible because they had to remove the sump pits in both pools and replace the concrete around the pumps. A new design and direction was given to the contractors to complete this work. After the pools were refilled, they began leaking. Wight has contacted a diver to

explore the leakage and is being asked for direction. The water leaking is going into the drain system and storm drain.

Winter Break

Wight & Company will be placing the Fritz tile in Science rooms 126, 127, 172, and 173. Some of the casework will also be moved in 173 to comply with the original design. This work was not completed during the summer due to the strike.

Advisory Leadership Team Composition

At the November Finance Committee, the composition of the ALT was discussed. The Board of Education decided to review the recommendation after a conversation with the FAC. The FAC met and discussed the ALT on November 22, 2010. As a result of that discussion, the ALT now includes several additional members, i.e., the Director of Human Resources, an additional Faculty member and SEIU members, and an additional community member. It was the consensus of the Finance Committee members to table the discussion of the composition of the ALT until the January meeting.

2010 Levy

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the 2010 Levy at its December 16 Board of Education meeting, as presented. A Truth-in-Taxation Hearing will be held at that meeting as well.

The Property Tax Extension Limitation Law (PTELL or “tax cap”) limits the growth in property taxes to the lesser of 5% or the previous year’s Consumer Price Index (CPI) plus new property. The total tax received will not exceed the “tax cap” limitation. The value of new property is unknown to the District at this time.

The December 31, 2009 CPI used was 2.7 and this is the CPI increase that is used for the 2010 Levy.

Financial Reports

It was the consensus of the committee to recommend to the Board of Education that it approve the November 2010 monthly financial reports at the regular December Board of Education meeting.

Treasurer’s Reports

It was the consensus of the Committee to recommend to the Board of Education that it approve the Treasurer’s Report for November 2010 at the regular December Board of Education meeting.

Adjournment

The Finance Committee adjourned at 9:28 a.m.