

**Official Minutes of the  
Oak Park Board of Education District 97,  
260 Madison Street, Oak Park, Cook County, Illinois  
Meeting February 28, 2017**

President Gates called the meeting to order at 6:32 p.m.

Present: Gates, O'Connor, Spatz, Spurlock, Felton, Brisben, and Datta  
Absent: None  
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Dr. Alicia Evans, Assistant Superintendent of HR Laurie Campbell, Chief Academic and Accountability Officer Dr. Amy Warke, Senior Director of Special Services Mike Padavic, Senior Director of Policy, Procedures and Communication Chris Jasculca, Sr. Director of Administrative Services Dr. Felicia Starks Turner, Senior Director of Technology Michael Arensdorff, Director of Curriculum and Instruction Carrie Kamm, and Board Secretary Sheryl Marinier

ROLL CALL

**EXECUTIVE SESSION**

Brisben moved, seconded by Spurlock, that the Board of Education move into Executive Session at 6:33 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees or Legal Counsel for the District 5 ILCS 120/2(C)(1), Discussion of Lawfully Closed Meeting Minutes 5 ILCS 120/2(C)(21). Roll call vote.

EXECUTIVE SESSION

Ayes: Brisben, Spurlock, Felton, Datta, O'Connor, Spatz, and Gates  
Nays: None  
Motion passed.

**OPEN SESSION**

Felton moved, seconded by O'Connor, that the Board of Education move into Open Session at 6:56 p.m. All members of the Board were in agreement. The meeting reconvened at 7:05 p.m.

OPEN SESSION

**PUBLIC HEARING 2018-2019 SCHOOL CALENDAR**

Laurie Campbell came to the table to explain that a Public Hearing is necessary to give community members a chance to comment on the proposed holiday waivers in the 2018-2019 draft calendar. The audience was invited to speak and no one expressed interest in doing so.

PUBLIC HEARING  
- 2018-2019  
SCHOOL  
CALENDAR

**3.3.5 Letter of Intent to Employ an Administrator**

Felton moved, seconded by Datta, that the Board of Education of Oak Park District 97, intends to appoint Cathy Hamilton as District Administrator for Substitutes and Teaching Assistants for the 2017-2018 contract year, with an annual salary of \$83,000. The final action will be scheduled during the March 14, 2017. Roll call vote.

LETTER OF  
INTENT TO  
EMPLOY AN  
ADMINISTRATOR

Ayes: Felton, Datta, Spurlock, Spatz, O'Connor, Brisben, and Gates  
Nays: None  
Motion passed.

Principal Hamilton was acknowledged for working with the Board to find a solution that benefits both the district and Principal Hamilton. Hamilton expressed gratitude and noted how much she loves this community.

**PUBLIC COMMENT**

Paul Rubio, an Oak Park resident, offered tribute to President Gates as he prepares to finish his term on the Board. He noted that President Gates first ran for the Board back in 2009, which was the first year that Rubio was eligible to vote. Rubio noted that District 97 seeks to develop the whole child, and shared that President Gates exemplified that in his classroom and he shared examples. He noted that before teaching middle school language arts, President Gates was a social studies teacher at Irving School, where he had Rubio's mother as a student. Rubio thanked President Gates for his time and efforts, and suggested that Gates will continue making an impact on others. President Gates responded by noting that Rubio is symbolic of the types of students in Oak Park, and suggested that Oak Park is blessed.

PUBLIC  
COMMENT

**REPORTS**

**BOE WORK SESSION – VISION DATA UPDATE**

Emily Fenske and Amy Warke came to the table and shared the winter data with a hope of building deeper knowledge and understanding of the four terms framing the district goals – Equity, Inclusive, Whole Child Focus, and Positive Learning Environment – through community engagement.

Fenske explained that a data conversation is a discussion between stakeholders, grounded in facts, designed to foster collaboration around aligning system supports to needs, system goals, students of concern, and other problems of practice in order to change adult practices and improve student learning. Additionally, she explained that a learning organization is a group of people working together collectively to enhance their capacities to create results they really care about. Characteristics of a learning organization are systems thinking, personal mastery, mental models, shared vision and team learning.

Fenske noted that everyone is on a continuum of a data driven life which includes; challenging the test, feeling inadequate or distrustful, confusion, overload, analytical but surface, looking for causes and changing teaching practice, and improving student learning.

Fenske shared the District 97 Vision Goals and Metrics and highlighted the baseline data for the 22 metrics. She introduced a modified peeling the onion protocol that was used for this session. Board members were asked to complete the following statements; “What I heard ...”, “A question this raises for me is...”, “What if...? Or, “Have we thought about...?”, or “I wonder...; followed by “What if...?” or, “Have we thought about...?” while keeping the six universal goals in mind;

- Students and staff feel empowered, valued, and respected
- Every student is challenged and engaged
- All students have access to programs and supports to prepare them for success in high school
- We support every student to be a critical thinker, ready to contribute to their community
- Each student is known for who they are and their unique needs are met
- Students feel safe and a sense of belonging

Fenske shared data on a variety of categories (attendance, mathematics, writing expression, MAP growth targets, etc.) and the response from students after being asked if they feel like they belong; my teachers treat me with respect, and I am challenged by the work my teachers ask me to do.

Fenske led the Board through the protocol and everyone was given the opportunity to share. Dr. Kelley noted that many states are using attendance to predict college readiness, and Fenske reminded the Board that the fall data is not our spring destiny. Fenske defined targeted universalism as developing targeted strategies for groups in order to reach the established universal/common goals as outlined in the district vision.

Fenske reported that on the January 27, 2017 Institute Day, school staff identified the opportunity structures, such as programs, resources, and conditions that support or block attainment of the universal goals. By the end of the Data Dive on February 6, 2017, school teams and the district office team walked away with next steps based on their winter data. Dr. Kelley, Dr. Warke, and Fenske will follow up on these action plans during the March SIT check-ins to monitor progress and offer support. Cab-VAAT and the Superintendent’s Advisory Panel completed a situatedness protocol around this vision data on February 27, 2017, led by Dr. Carrie Kamm and April Capuder. Teams identified targeted strategies that would support individuals in attaining the universal goals. These targeted strategies will be shared back with the Cab-VAAT team, who will determine which goal(s) will be examined in greater depth (working groups, research review, recommendations/action steps). Dr. Kelley will be conducting community conversations around the vision and universal goals on March 22, 2017, February 18, 2017 and May 31, 2017. The next “State of the District” will be provided to the Board in June, 2017, after spring assessment and survey data becomes available.

**3.1.1 APPROVAL OF MINUTES FROM THE FEBRUARY 14, 2017 BOARD MEETING**

Spatz moved, seconded by Spurlock, that the Board of Education of Oak Park District 97, approve the revised minutes from the February 14, 2017 Board meeting. Roll call vote.

Ayes: Spatz, Spurlock, Gates, Brisben, Felton, and O’Connor  
 Nays: None  
 Abstained: Datta  
 Motion passed.

**3.1.2 APPROVAL OF MINUTES FROM THE FEBRUARY 23, 2017 SPECIAL BOARD MEETING**

Spatz moved, seconded by Datta, that the Board of Education of Oak Park District 97, approve the minutes from the February 23, 2017 special Board meeting. Roll call vote.

Ayes: Spatz, Datta, Gates, Brisben, Felton, O'Connor, and Spurlock  
Nays: None  
Motion passed.

**3.1.3 ADOPTION OF CLOSED EXECUTIVE MINUTES FROM JANUARY 12, 2016 – JUNE 28, 2016**

Spatz moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the closed meeting minutes from January 12, 2016 through June 28, 2016 as identified below. Roll call vote.

Executive meeting minutes for approval – January 12, 2016, January 26, 2016, February 5, 2016, February 8, 2016, February 23, 2016, February 27, 2016, March 15, 2016, April 12, 2016, April 26, 2016, May 10, 2016, May 24, 2016, June 14, 2016 and June 28, 2016.

Ayes: Spatz, Gates, Brisben, Felton, O'Connor, Datta, and Spurlock  
Nays: None  
Motion passed.

**3.1.4 RELEASE OF NON-CONFIDENTIAL CLOSED MEETING MINUTES**

Gates moved, seconded by Spatz, that the Board of Education, District 97, having this date conducted the semi-annual review of its closed meeting minutes required by the Open Meetings Act, determine to make available for public inspection those minutes or parts of the closed meeting minutes as listed below. Further, that the Board determines that for reasons of personal privacy or protection of the public interest, the need for confidentiality still exists as to those closed meeting minutes or parts thereof not listed below.

Minutes of closed meetings held on the following dates, or parts of such closed meetings, to be made available for public inspection except as noted:

- January 12, 2016, except as to summary of discussion under item 3.
- February 8, 2016, except as to summaries of discussion under items 2, 4 and 5.
- March 15, 2016, except as to summaries of discussion under items 1, 2, 3, 4, 5, 8 and 9.
- April 26, 2016, except as to summaries of discussion under items 1, 2, 3 and 5.
- May 10, 2016, except as to name of candidate in caption of item 1 and last two paragraphs in summary of discussion in item 1, and except as to items 2, 3, 7 and 8.

Ayes: Gates, Spatz, Datta, Felton, Brisben, Spurlock, and O'Connor  
Nays: None  
Motion passed.

**3.1.4 CONSENT AGENDA**

Gates moved, seconded by Spatz, that the Board of Education, District 97, approve the consent agenda as presented.

- 3.2.1 Approval of Bill List
- 3.2.2 Approval of Personnel
- 3.2.3 Approval of Donation - Laptops

Ayes: Gates, Spatz, Datta, Felton, Brisben, Spurlock, and O'Connor  
Nays: None  
Motion passed.

**3.3.1 APPROVAL OF 2018-2019 DISTRICT CALENDAR**

Spurlock moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the School Calendar for the 2018-2019 school year. Roll call vote.

Ayes: Spurlock, Spatz, Gates, Felton, O'Connor, Datta, and Brisben  
Nays: None  
Motion passed.

The Calendar committee was acknowledged for submitting a calendar so early in the year, noting that it makes for more predictability for our partners, with hope that the district can continue to align with the high school.

**3.3.2 APPROVAL OF INSURANCE CONSULTANT CONTRACT**

Spatz moved, seconded by Spurlock, that the Board of Education of Oak Park School District 97, approve the one-year agreement with Hub International Midwest Limited, Insurance Consultants for benefit consulting services at an annual cost of \$42,000. Roll call vote.

Ayes: Spatz, Spurlock, Brisben, Datta, Felton, O'Connor, and Gates  
Nays: None  
Motion passed.

**3.3.4 APPROVAL OF CUSTODIAL SUPPLY BID RFP**

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, direct administration to issue an RFP for 2017-2018 custodial supplies. Roll call vote.

Ayes: Gates, Spatz, O'Connor, Datta, Felton, Brisben, and Spurlock  
Nays: None  
Motion passed.

**3.3.5 APPROVAL OF LANDSCAPING BID RFP**

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, direct administration to issue an RFP for 2017-2018 landscaping services. Roll call vote.

Ayes: Gates, Spatz, Datta, O'Connor, Brisben, Spurlock, and Felton  
Nays: None  
Motion passed.

**BOARD ASSIGNMENTS**

**BOARD  
ASSIGNMENTS**

**STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP**

**FORC**

The FORC committee met last week. The new member was in attendance and offered to work with Dr. Evans on the audit bids as they come in. The committee will review the changes and will discuss them again at the next meeting. Additionally, the committee is working on the 403B. The Board was reminded that past practice is to pass a resolution honoring out-going committee members, and it was suggested that a resolution be passed for Bruce Ulrich.

**FAC**

The FAC committee will be meeting again on March 7, 2017. President Gates will be in attendance.

**INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP**

**IGOV**

It was reported that IGOV is scheduled to meet on March 18, 2017.

**Council of Governments (COG)**

It was reported that COG is scheduled to meet tomorrow.

**Committee for Community Engagement (CCE)**

It was reported that the members of the newly formed CCE committee will be introduced to the Board during the March 14, 2017 Board meeting. Member Spurlock is working on coordinating the committee's first official meeting.

**COLLABORATION FOR EARLY CHILDHOOD (CEC)**

The Collaboration is working on their second RFP to the Erickson Institute. It was reported that the RFP for the early childhood block grant has been delayed by the state. It was noted that this grant affects the Preschool For All, and the district stands to lose \$500,000 in state funding.

President Gates acknowledged Chris Jasculca for keeping the community informed, and noted that he is happy to work on a Board where the community is full of expertise. President Gates thanked all of the citizens who serve on behalf of the children.

**REFERENDUM DISCUSSION**

Chris Jasculca came to the table and a brief update on the Inform and Educate campaign was shared. He reported that a good amount of outreach has been completed. The PTO school based sessions are in process. The Diverse

#### REFERENDUM DISCUSSION (Continued)

Stakeholders, the temples, SEOPCO, the Township Senior Center, and Oak Park Friends of the Schools are hosting events and a session may be scheduled with the Special Education families. About 1,500 copies of the flyer have been distributed at local events and in the FYI newsletter. Jасulca shared that he is considering reaching out to the assisted living communities as well. He suggested that events may need to be doubled up or consider hosting events on Saturdays. Additionally, he has reached out to the Chamber of Commerce and the Community of Congregations. He has not heard back from the private schools. Jасulca shared that the Facebook live presentation will be archived and the video will be available for groups that will not meet with the referendum committee.

It was noted that a more accurate document describing the TIF is being drafted and will be distributed with supporting data. Board candidates will receive a copy of the final version as well. It was noted that the district is receiving 75 to 80 percent of the funds due at expiration, and is already getting more net revenue than if the TIF expired. It was noted that a presentation on this topic is available on the Website.

It was noted that a two-year property tax extension freeze is being discussed in Springfield. Member Spatz explained that if it passes, and the district's referendum passes, the district would receive a large raise in 2016 tax year (paid in calendar 2017), and would freeze in tax years 2017 and 2018. The district would end up at a fund balance of approximately 15 percent after five years. If the referendum fails, the district would need to make an additional approximately \$2,000,000 in cuts to stay at the shallow 15 percent fund balance. If it passes, the district would be able to go five more years before seeking another referendum. If the state freeze passes and the referendum fails it would be disastrous to the district.

#### RETREAT PLANNING UPDATE

Dr. Kelley shared that she is working on scheduling an additional meeting after the election. This meeting would address member Datta's concern about the need to dive into the interactions of the new Board. Dr. Kelley suggested that the Board consider a working session for the full Board and Cabinet to address this topic.

Member Datta recommended adding a debrief of the current Board (lessons learned) to the March 13, 2017 agenda. It was agreed that this topic will be discussed as part of the onboarding topic already on the agenda.

#### SUPERINTENDENT'S EVALUATION UPDATE

It was noted that the evaluation form has been sent to the Board members for review. The redlined timeline for the process was also sent to the Board. It was reported that on March 14, 2017, the LCI representative will be present to explain the rubric to the Board and make recommendations on its use. Board members were asked to send their feedback to member Spurlock, and let her know if they would like to change any of the questions. Member Spurlock reported that the evaluation committee found another rubric that they would like to consider using in the future, as the committee thought it might be useful to change up the rubric for next year.

The timeline to complete the superintendent evaluation process was shared;

March 14, 2017 –	Approval of rubric
March 17, 2017 through March 27, 2017 –	Self Evaluation completed
April 10, 2017 –	Board completes rubric
April 10, 2017 through April 18, 2017 –	Results compiled
April 26, 2017 –	Final feedback in Executive Session

It was suggested that another meeting may be necessary between April 11, 2017 and April 26, 2017 depending on the responses from the Board.

#### **ADMINISTRATIVE ITEMS**

ADMINISTRATIVE  
ITEMS

#### **WAREHOUSE SALE – KEY NEXT STEPS**

Alicia Evans and Broker Theresa Jargus came to the table and announced that there are now a few \$800,000 offers to purchase the warehouse located at 541 Madison Street.

They noted that the new offer is a local business owner and is equally as strong as the first offer. It was reported that legal recommends that the District negotiate with both buyers until the Board agrees on one or the other. It was suggested that within the next few weeks, the Board will be able to identify the strongest buyer and take action. It was noted that FORC has reviewed the options and encourages the Board to get the best deal possible.

**POLICY REVIEW**

Chris Jasculca came to the table, summarized the recommended changes, and the Board discussed Policy 2:220. It was noted that the Board has the opportunity to change their voting method. After discussion, the Board agreed that their voting method is working well and chose not to make any changes at this time. All items will return to the Board for action on March 14, 2017.

**RESOLUTION TO SUPPORT OAK PARK BEING A WELCOMING COMMUNITY**

Dr. Kelley asked the Board to consider passing a resolution to declare the district as a welcoming community. She explained that the shared draft was written by an Evanston high school board member who is also an attorney. That document was used to create a resolution for the Evanston elementary school district. She reported that legal representation for Evanston explained that the document states that if ICE were to come into the schools, they would be asked to produce a warrant and the district office would be notified. Dr. Kelley shared that she has asked Robbins-Schwartz to review the document and she shared copies of their written response, which the Board took a few minutes to review.

Dr. Kelley went on to explain that District 200 discussed a similar document on February 23, 2017. Additionally, she noted that the District 97 registration staff currently does not ask about immigration status, nor does Human Resources when hiring staff.

Board comments included interest in having more time to read the response from Robbins-Schwartz, and receiving a formal legal recommendation, suggesting that legal redline the draft resolution. It was suggested that in order for the resolution to be effective as a community resolution, it might be helpful for District 200 and District 97 to adopt the same language. This would make the statement more sound and transparency. It was suggested that the lawyers from District 200 and District 97 discuss the resolution together. It was noted that District 65 used their high school’s version as a draft and changed it for the elementary district.

President Gates reported that he contacted General Counsel Kimberly Small at IASB to seek guidance and she suggested that the district contact its own legal counsel. However, the IASB representative asked the following questions;

- 1) Why would the Board endorse a general resolution to protect employee and student rights related to immigration protection, etc., when the Board policy under PRESS already guarantees these rights?
- 2) Would the endorsement of such a resolution potentially expose the Board or district to potential law suits?

President Gates noted that some of the language in the resolution is not consistent with that of the PRESS policies.

After a brief discussion, the Board agreed to ask the district’s legal counsel to mark up the draft resolution indicating that the resolution aligns with legal’s recommendation, as outlined in their email.

**CONCLUDING ITEMS**

**CONCLUDING  
ITEMS**

**BOARD REMARKS**

Member Spurlock shared information relating to the Irving turf field and noted that it would take two days to complete the turf replacement. The field would need to be closed during that time.

Member O’Connor thanked the Board for sending a card to his son after his accident.

Member Spatz will be attending the IASB meeting on Thursday and leading part of the pre-session for board candidates.

The Board was reminded that the Oak Park Education Foundation’s Staszak dinner will be held in March this year.

Dr. Kelley was acknowledged for including the Board in the vision discussion held last evening.

It was noted that the Irving Fun Fair was enjoyable. It was suggested that the Board be invited to participate in the pie throw during future events. Information on the referendum was shared with the community during this event.

It was suggested that the CCE be included on the Website moving forward.

An FAQ and a visual FAQ were recommended to the referendum committee.

**BOARD REMARKS (Continued)**

Dr. Kelley was acknowledged for participating in the fundraising event at Julian Middle School. As part of the IB experience, students were raising funds for a Village in Africa. Dr. Kelley participated in the Karaoke event where the proceeds will support a classroom of 30 students.

**BOARD RESPONSE TO PUBLIC COMMENT**

None

**BOARD MEETING AGENDA FOR FUTURE MEETINGS**

The draft agenda for the March 14, 2017 Board meeting was reviewed and modifications were recommended.

**PARKING LOT**

Vice President Felton shared that the goal of the revisions to the Parking Lot process is to free up the log jam at the end of the meeting. Board members would be asked to make recommendations to the Board and Superintendent throughout the meeting and site the goal that it supports. The Board officers and the Superintendent would review the items suggested and make a recommendation in writing regarding how to respond to the item. This recommendation would be distributed to the Board members at the Board table and not in the Board packet. The items would be discussed and considered at the Board table. If the suggested item is denied, the Board member may resubmit the request in six months.

Discussion occurred regarding the “written response”, noting that it could simply be a cell in a spreadsheet. The need for a process to empty out the parking lot was expressed. It was noted that the Long-term calendar does not need to have a specific date assigned to each item, and the finalized Parking Lot Protocol will sit with the other board protocols.

Member Spurlock left the meeting at 9:54 p.m.

**ADJOURNMENT**

**ADJOURNMENT**

There being no further business to conduct, President Gates declared the meeting adjourned at 9:58 p.m.

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Board President

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Board Secretary