

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting May 10, 2016**

President Gates called the meeting to order at 5:35 p.m.

Present: Brisben, Gates, O'Connor, Spurlock, Felton, Datta (5:38 p.m.), and Spatz
Absent: None
Also Present: Superintendent Dr. Carol Kelley, Senior Director of HR Steve Cummins, Senior Director of Special Services Mike Padavic, Senior Director of Policy, Procedures and Communication Chris Jасulca, Sr. Director of Administrative Services Dr. Felicia Starks Turner, Director of Technology Michael Arensdorff, Director of Curriculum and Instruction Carrie Kamm and Helen Wei, and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

Brisben moved, seconded by O'Connor, that the Board of Education move into Executive Session at 5:38 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), Collective Negotiation 5 ILCS 12/2(c)(2)) Roll call vote.

EXECUTIVE SESSION

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

OPEN SESSION

Felton moved, seconded by Brisben, that the Board of Education move into Open Session at 6:57 p.m. All members of the Board were in agreement. The meeting reconvened at 7:02 p.m.

OPEN SESSION

PUBLIC COMMENT

None

PUBLIC COMMENT

2.2 APPROVAL OF THE CONSENT AGENDA

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

ACTION ITEMS

- 2.2.1 Approval of Bill List
- 2.2.2 Personnel Action
- 2.2.3 Approval of Board Calendar for the 2016-2017 School Year
- 2.2.4 Approval of Odyssey of the Mind Trip

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

2.3.1 APPOINTMENT OF HOLMES PRINCIPAL

O'Connor moved, seconded by Spatz, that the Board of Education of Oak Park District 97, appoint Dr. Christine Zelaya as Principal of Holmes Elementary School for the 2016-2017 school year at a salary of \$122,774. Roll call vote.

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

2.3.2 **APPOINTMENT OF CHIEF ACADEMIC AND ACCOUNTABILITY OFFICER**

Gates moved, seconded by Brisben, that the Board of Education of Oak Park District 97, appoint Amy Warke as the Chief Academic and Accountability Officer for the 2016-2017 school year at a salary of \$151,000. Roll call vote.

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

REPORTS

REPORTS

RBT PRESENTATION

Dr. Felicia Starks Turner came to the table with principals Jonathan Ellwanger, and John Hodge, teachers Jennifer Las, Paul Manus, Katie Noonan and Emile Williams, and program instructor Renee DeWald.

DeWald explained that a group of the D97 teachers and administrators have been participating in The High Expectation Teaching course for the last three years. The program focuses on the established levels of proficiency (quantity and quality of work, work habits and procedures, general routines, and interpersonal behavior). She explained that the essential question pondered by the course is “What do teachers do to create an atmosphere in which high expectations are communicated clearly and convincingly to all students, not just some?” She explained that the group considers strategies to develop and nurture a growth mindset, the importance of sending high expectations messages and convincing students that they have the capacity to achieve at high levels is a moment by moment everyday mission. The teachers and principals shared techniques they are using in their classroom and schools that model these beliefs.

DeWald reported that the daily instructional strategies include the following;

- Communicate mastery objectives
- Use formative assessment
- Create criteria for success
- Give students feedback
- Check for understanding
- Have students summarize frequently
- Make students thinking visible

It was reported that the RBT Parent Workshop Series was planned in response to the district goal of parent engagement and in connection with the ongoing RBT teacher trainings, and was initially strategized in late fall to target parents who are less likely to respond to an all call. Initial invitations were sent to only those under-represented families, with dinner and babysitting provided, followed by an open invitation to the entire school community. The meetings are following a consistent schedule with three sessions (January, March and May), with specific days determined at the building level. It was noted that the response from the parents has been positive.

Starks Turner reported that most of the work this year has been helping teachers with their own biases and two of the participating teachers have created a series of tools for others to use in their classrooms. The sessions next year will be Formative Assessment for Results (FAR). Dr. Kelley emphasized the expectation of finding the right way to reach every learner. She noted that less than 10 percent of the staff has been trained and expressed the importance for continued education in this area.

ACTION ITEMS

ACTION ITEMS

2.1.1 **APPROVAL OF MINUTES FROM THE APRIL 26, 2016 BOARD MEETING**

Datta moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the minutes from the April 26, 2016 Board meeting. Roll call vote.

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

2.4.1 APPROVAL OF ANALYZING TEACHING FOR STUDENT RESULTS (ATST)

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the adoption of new professional support for principals, assistant principals, student support specialists, instructional coaches, mentor teacher, and central office administrators (42) at a cost of \$26,250. Roll call vote.

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

2.4.2 APPROVAL OF FORMATIVE ASSESSMENT FOR RESULTS (FAR)

Spatz moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the adoption of the professional learning opportunity, Formative Assessment for Results (FAR). Roll call vote.

Dr. Kelley explained that FAR is an approach, not an assessment, therefore, the participants may not be creating assessments, but learning how to use data to have conversations in a team setting.

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

2.4.3 APPROVAL OF TEACHBOOST

Gates moved, seconded by Brisben, that the Board of Education of Oak Park District 97, approve the adoption of TeachBoost as the new professional support for school leaders at a cost of \$30,625 (\$6,400 for four in-person trainings and \$24,225 for annual license fees). Roll call vote.

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

2.4.4 APPROVAL OF WEST SUBURBAN COOK COUNTY MATH INITIATIVE

Spatz moved, seconded by O'Connor, that the Board of Education of Oak Park District 97, approve the continued participation in the West Suburban Cook County Math Initiative at a cost of \$94,400. Roll call vote.

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

2.4.5 APPROVAL OF WEST COOK YMCA PROPOSAL

Brisben moved, seconded by Gates, that the Board of Education of Oak Park District 97, agree to support the West Cook Summer Program. Roll call vote.

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

2.4.6 APPROVAL OF WRITTEN CURRICULUM FRAMEWORK

Gates moved, seconded by O'Connor, that the Board of Education of Oak Park District 97, approve the agreement with Learner-Centered Initiatives (LCI) to support the process of creating a written curriculum framework at a cost of \$95,000 as detailed below.

- 2015-2016: \$20,000 (draft of the unit one framework will be completed by June 8, 2016)
- 2016-2017: \$75,000 (completed by August 24, 2016)

It was noted that this information was presented to the Board in the weekly report from the Superintendent on April 23, 2016. Dr. Kelley noted that this framework will include all core curriculums except K-5 math and science. Roll call vote.

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

SUPERINTENDENT'S UPDATE

SUPERINTENDENT'S
UPDATE

DISTRICT GOALS

Dr. Kelley will resend the I-ECO Memorandum of Understand (MOU) to the Board and noted that she needs to respond to I-ECO by June 18, 2016. It was noted that the MOU has the support of the Park District, Library and Village and the Village will pay for the planning costs. The MOU does not request a commitment of financial support, just the environmental services that can be provided. The Board acknowledged their support.

GOAL AREA 1

Dr. Kamm came to the table to update the Board on the school based walkthroughs. She reported that some of the principals are completing their learning walks, and that at the May 23, 2016 Ad Leadership meeting, they will be sharing how the process has been going. Kamm reported that the process will be more consistent next year and thought will be given to the need for additional professional support.

Dr. Kamm reported that she and three teachers spent last Friday at ISU discussing the National Board Certification program. They met with facilitators assigned to the District 97 who were impressed with the number of teachers who enrolled in the program. Kamm noted that the facilitators expressed concern about the lack of expectations on the teacher part, seeing that the district is making such a sizable investment on their behalf.

HIGHLIGHTS AND EVERY DAY HEROS

Dr. Kelley acknowledged the Oak Park Education Foundation for offering more experiences to all students. She referenced a donor who made a sizeable donation (\$200,000) to the organization specifically for students and families that would not be able to afford some of these opportunities.

BOARD ASSIGNMENTS

BOARD
ASSIGNMENTS

STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW

FAC

The FAC committee will be receiving a presentation on the 10-Year Capital Plan next week, where they will vet the plan before it is presented to the Board on May 24, 2016.

CLAIM

It was reported that CLAIM will be meeting on May 19, 2016 where member Spatz will present the evidence based model that was presented to the House Executive Committee today. Member Spatz was asked to testify during the hearing today, however it conflicted with this evening's Board meeting.

It was suggested that CLAIM consider presentations on other funding scenarios (SB231, etc.). It was noted that the committee receives consistent updates on changes in the law because one of the committee members is very active.

FORC

The FORC committee has a meeting scheduled on May 23, 2016.

INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP

The Early Childhood Collaboration Governing Board meeting will be held tomorrow. Members Spatz and Datta will attend.

The IGOV team will be meeting this coming Saturday.

COMMUNITY ENGAGEMENT

Dr. Kelley reported that the District vision process has completed all of the community chats and she will be meeting with the Superintendent's Advisory Panel tomorrow. During that meeting, they will hear highlights from the community conversations and review the data. She will return to the Board with a

COMMUNITY ENGAGEMENT (Continued)

recommendation on what the “big rocks” are in moving from the village perception to the vision identified during the last Board meeting. Member O’Connor expressed the need to include this topic on the next Board agenda.

It was reported that the high school is sharing ways to communicate with families. A ballot was included in the Board materials and discussed. It was agreed that Members Datta and O’Connor will review the survey and send it to the Board once it has been revised.

REFERENDUM DISCUSSION

It was agreed that information from the 10-Year Capital Plan and a list of referendum “does and don’ts” is needed before further discussion on this topic. An update may be available by May 24, 2016.

ADMINISTRATIVE ITEMS

ADMINISTRATIVE
ITEMS

CUSTODIAL SUPPLIES BID

The Board was asked to review the Custodial Supplies bid and be prepared to take action on this item during the May 24, 2016 Board meeting.

SECOND STEP

Dr. Felicia Starks Turner and Behavior Interventionist Michele Capio came to the table. They explained how Second Step addresses teacher skills for social and emotional success. They reported that the program aligns with PBIS and meets the needs of Senate Bill 100. Capio shared that schools are moving from violence curriculum to self-management curriculum, noting that teachers are hungry for more tools to help children.

It was reported that Whittier has been doing Second Step all year. There was concern at the beginning, but has been a positive experience. Capio reported that 16 students were surveyed about the program and asked to define empathy and to share one coping skill that they would use if necessary. 70 percent of them were able to define empathy and many were able to share coping skills. When the principals were asked to identify which grades to pilot the program in next year, they all responded that they want the pilot to run school wide. It was noted that when using concrete strategies for problem solving, teachers can focus more time on instruction. The difference between PBIS and Second Step was defined as PBIS being a framework and Second Step as a curriculum.

ROLES COMMITTEE RECOMMENDATION

Steve Cummins came to the table and reported that the OPTA Collective Bargaining Agreement established Leadership roles for OPTA members within Appendix C of the agreement. In the Appendix C language, the parties agreed to establish the Leadership Roles Committee consisting of two (2) OPTA members appointed by the OPTA Executive Board and three (3) members selected by the Superintendent.

The OPTA Agreement states that the Leadership Roles committee shall meet annually, by no later than April 30th of each year to discuss whether to recommend that the Board add, delete, reduce the number of types of roles and whether to make any adjustments in the Tier Level pay of a specific role based on new initiatives and/or whether the actual time commitments made by teachers in a specific leadership role exceeds or falls short of the initial estimated time commitments.

After meeting, the team made the following recommendations.

PreK to 5 Team Leaders

The PreK - 5 Team Leaders will increase to Tier 2 stipend, as these individuals will have responsibility for leading the building PLCs teams in the common grade levels. Two additional team leaders for PLC teams are being recommended (Early Childhood and Spanish Immersion team leaders).

K-5 Grade Level Chairs

These district wide grade level positions would be on sabbatical for the 2016-2017 school year as the focus will be on the building level PLC teams. The role of grade level chairs leading professional development for an entire grade level will be conducted in the 2016-2017 school year through the use of external consultants as outlined in the reorganization plan. This role would be revisited for the 2017-2018 school year.

Grade 6-8 Team Leaders and Grade 6-8 Department Chairs

The 6-8 grade level team leaders will reduce to Tier 1, as this group will meet less frequently and the focus will shift to the work of teams with common content. The increase in focus to the common content PLC teams necessitates the recommendation to increase the number of 6-8 Department Chairs (from six to 11). One department chair will be in each building in the following areas (LA, Math, Science, Humanities and World Language). The Design area will remain with one Chair (as this group totals five teachers as a PLC at both schools).

PBIS

The number of roles per building is recommended to increase from three to four people to align toward the MTSS model in the organizational plan presented by Dr. Kelley. The MTSS process outlined in the plan would be better served through broader team representation at each school.

Summer School Coordinators and Summer Math Enrichment Coordinators

An increase to \$4,000 for the Summer School Coordinators is being recommended to differentiate the position from the summer school teachers. The summer coordinators for Prep for Success and Extended School Year serve in a year-long role and have significantly greater time commitments. Additionally, a fourth summer coordinator is recommended for the Math Enrichment program; providing an opportunity for OPTA leadership in a role currently performed by one of the Teaching and Learning Directors.

Cummins reported that the overall projected financial impact of the proposed roles is approximately \$800,000 for the 2016-2017 school year. This represents an increase of approximately \$14,000 more (1.8 percent) than the total amount agreed to in the initial 2014-2015 school year of the Appendix C document.

Board comments included appreciation for the thoughtful process that was taken by the team. Dr. Kelley reported that the next step is to post the positions, noting the importance of ensuring that the positions are filled by staff members who are team players and ready to do some heavy lifting. This item will return for action on May 24, 2016.

SALE OF WAREHOUSE

It was noted that there is currently nothing to report regarding the sale of the warehouse, however, time was requested on the May 24, 2016 Board meeting agenda for this topic.

CONCLUDING ITEMS

BOARD REMARKS

Dr. Kelley was complimented for the assessment of the supplemental instructional tools, noting that it was a good use of a third party resource. It was suggested that a Parking Lot item be added for an external audit of the professional services.

It was reported that member Spurlock will not be able to attend the Annual Collaboration Dinner meeting next Thursday, and President Gates volunteered to take her place.

Member Datta reported that she received two letters written by classroom students regarding lunch portions and recess. Member Datta will acknowledge receipt of the letters.

It was reported that the Ethnic Festival was well planned and well attended. Chris Jasculca was asked to look into a flag for the Board members to carry.

Board members were asked to complete a survey regarding their committee choices by Wednesday. Once reviewed, President Gates will determine the assignments for the 2016-2017 school year.

It was noted that the Brooks Middle School performance of Aladdin is wonderful and there are still two opportunities for the community to enjoy the show.

The Board members were asked to send their summer non-availability dates to the Board Secretary.

CONCLUDING
ITEMS

BOARD REMARKS (Continued)

It was reported that the Village Clerk made a request for community space (in the new administration building) for early voting in October. Concern was expressed about the timing of the request since there is no guarantee that the building will be ready for occupancy at that time.

BOARD RESPONSE TO PUBLIC COMMENT

None

LONG-TERM CALENDAR AND PARKING LOT

The Long-term calendar and Parking Lot Documents were reviewed and modified.

AGENDA MAINTENANCE

The May 24, 2016 Board agenda was reviewed and recommendations were made.

EXECUTIVE SESSION

**EXECUTIVE
SESSION**

Felton moved, seconded by O’Connor, that the Board of Education move into Executive Session at 9:15 p.m. to discuss (Collective Negotiation 5 ILCS 12/2(c)(2)) Roll call vote.

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

OPEN SESSION

OPEN SESSION

Felton moved, seconded by Brisben, that the Board of Education move into Open Session at 9:39 p.m. All members of the Board were in agreement.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, President Gates declared the meeting adjourned at 9:39 p.m.

Board President

Board Secretary