

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting June 28, 2016**

President Gates called the meeting to order at 6:03 p.m.

Present: Brisben, Gates, O'Connor (6:44 p.m.), Spurlock (6:30 p.m.), Felton, Datta, 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 Jasculca, 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**

Spatz moved, seconded by Datta, that the Board of Education move into Executive Session at 6:03 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), Possible Litigation 5 ILCS 120/2(c)(11), Collective Negotiation 5 ILCS 12/2(c)(2)) Roll call vote.

EXECUTIVE SESSION

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

**OPEN SESSION**

Spatz moved, seconded by Felton, that the Board of Education move into Open Session at 7:00 p.m. All members of the Board were in agreement. The meeting reconvened at 7:05 p.m.

OPEN SESSION

Member Felton left the meeting at 7:00 p.m.

**PUBLIC COMMENT**

Paul Rubio, an Oak Park resident and member of the first graduating class of Julian Middle School, paid tribute to retiring math teacher Mrs. Rogers. He described Mrs. Rogers as a good role model, with a good sense of humor. He noted that she was a great mentor to the student teachers and team leader. Rubio shared that Rogers was also involved outside of the classroom, and contributed much to the community.

PUBLIC COMMENT

Audrey Lee, an Oak Park resident, and member of the Superintendent's Advisory Panel, commented on the thoughtful and thorough process that was dedicated to the strategic plan and district vision. She encouraged the Board to keep the community informed of the progress.

**REPORTS**

**COOK COUNTY CLERK'S OFFICE – ELECTION JUDGES**

Mr. Gregory Prather invited everyone to consider serving as an election judge for the next election. He explained that volunteering for the process is as easy as going to the Website [cookcountyclerk.com](http://cookcountyclerk.com). He noted that a video is available there or people can call (312) 603-0965. He noted that help is also needed for early voting. President Gates offered his assistance.

REPORTS

**2.4.1 APPOINTMENT OF DIRECTOR OF SPECIAL EDUCATION**

Datta moved, seconded by Brisben, that the Board of Education of Oak Park District 97, appoint Eboney Loftin as the Director of Special Education effective July 1, 2016 through June 30, 2017 at a salary of \$102,312, contingent upon final results of background information which is in progress. Roll call vote.

APPOINTMENT OF DIRECTOR OF SPECIAL EDUCATION

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

## DISTRICT 97 VISION PLANNING

Patricia Maunsell and Eva Moon from M2 Communications came to the table. They reported that they received high level findings from the community conversations and noted that the community wants the district to be student focused and focused on the whole child. Additionally, the community wants support for the teachers and equity. They reported that concerns included a lack of consistency in special education across the district, the divides between the two middle schools, concern about the overemphasis on standardized testing and its effect on other areas, and the need for communication to be increased and focused to build trust and understanding. The community recognized technology as a helpful tool; however, it was noted that teachers need additional training so that the technology becomes imbedded in the curriculum. It was agreed that everyone needs more time. Teachers need time to collaborate, and time for change. Students need more time during transition times. A lack of consistency was noted across the board, as well as the need for a standard curriculum across the district.

Key take-aways from the community conversations were identified as;

- Broad consensus across all stakeholder groups around elements of the vision and focus areas (e.g. support for teachers)
- Sentiment that Oak Park is uniquely poised to address issues faced in education
- Stay focused and do a few things well
- General consensus that people are happy with K-5, concerns arise in middle school

Maunsell reported that the Superintendent's Advisory Panel has met five times. This group is made up of parents, community members, four students, administrators, teachers, staff and Board representation. During that time, they have reviewed community conversation findings, and conducted a mini-community conversation with the panel. The group arrived at elements of vision and values/lens through which we approach the work, established framework for action and determined main focus and "big rocks" for the next two years.

Maunsell introduced the Framework For Action, noting the need to constantly check, evaluate and make changes as necessary, keeping the communication with the community clear during the process.

The focus on the next two years was defined as;

- Create a positive learning environment for all District 97 students that is equitable, inclusive and focused on the whole child.
  - Equity
  - Inclusion
  - Whole child focused
  - Positive learning environment

The "big rocks" were identified as;

- Educate the whole child by ensuring all systems, structures and processes within District 97 reflect an understanding of what it means to support the successful development of each and every student.
- Establish a comprehensive system of support for all District 97 staff, especially teachers.

The finalization process was identified as;

- Document was posted for public comment-online and town halls
- Final version presented to Board and entire community

Next steps;

- Board adopts District 97 goals on July 12, 2016
- Administration/educators develop action plans to implement,
  - Set metrics / measurable benchmarks
  - Follow the framework for action

It was suggested that the district should keep this a living document and continue to communicate and engage the community. It was suggested that this is a great opportunity to build trust and explain what the district is trying to do.

DISTRICT 97 VISION PLANNING (Continued)

Dr. Kelley recommended looking for support from National Equity Project (NEP) to identify district and school action plans. She noted that this process is a little different than a typical strategic plan as it identifies the goals and everyone is on a continuous journey to that goal. She explained that the Board would be asked to set the goals and the district administration would then set the actions for the district, the schools would set the action plans for the schools, and individual action plans would also be set to support and align with the district action plan.

Board comments included interest in first, second and third year metrics and how the district is doing. Interest was expressed in knowing how the community ties into this plan. It was suggested that the first bullet be reworded, and to make sure that the district actually follows the graphic. It was noted that it might be helpful to define what “word” means, to share examples and define what happens next. It was suggested that the old strategic plan be reviewed and consider what was done, what was not accomplished and what was not attempted, suggesting that the district needs to figure out how to improve the process. This item will return to the Board for action on July 12, 2016, followed by a discussion on next steps and what the Board might want to proceed.

Member Felton returned to the meeting at 7:54 p.m.

UPDATE ON ADMINISTRATION BUILDING CONSTRUCTION

Jennifer Costanzo and Bill Truty came to the table. Truty reported that the administration building construction project is on time and on budget. He noted that the contingency fund is still good. His team has started construction on the back parking lot and will be addressing the contaminated soil issues in the very near future. Truty shared that the district painters are painting the interior of the building and doing a great job of keeping up with the construction team.

It was agreed that the Board would meet at the construction site at 5:30 p.m. on July 12, 2016 for a tour of the structure.

**2.1.1 APPROVAL OF MINUTES FROM THE JUNE 14, 2016**

ACTION ITEMS

Gates moved, seconded by Datta, that the Board of Education of Oak Park District 97, approve the revised minutes from the June 14, 2016 Board meeting. Roll call vote.

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

**2.1.2 ADOPTION OF CLOSED EXECUTIVE MINUTES FROM JULY 7, 2015 – DECEMBER 15, 2015**

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the closed meeting minutes from July 7, 2015 through December 14, 2015 as identified individually below.

July 7, 2015 (revised), July 28, 2015, August 11, 2015, August 29, 2015, September 8, 2015, September 28, 2015, October 13, 2015, October 27, 2015, November 9, 2015, December 1, 2015 and December 15, 2015.

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

**2.1.3 RELEASE OF NON-CONFIDENTIAL CLOSED MEETING MINUTES FROM JULY 7, 2015 – DECEMBER 15, 2015**

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, have 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 closed meeting minutes as listed below this motion: and further, that the Board determine 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.

July 7, 2015, except as to Items 3, 4 and 5  
July 28, 2015, except as to Items 1, 3 and 4  
August 11, 2015, except as to Items 2 and 3  
October 13, 2015, except as to Items 1 and 3  
November 9, 2015, except as to Items 1, 2 and 3  
December 1, 2015, except as to item 1  
December 15, 2015, except as to Items 1, 2.a. and 2.c.

Roll call vote.

Ayes: Gates, Spatz, Brisben, Felton, Datta, Spurlock and O'Connor

Nays: None

Motion passed.

## **2.2 APPROVAL OF THE CONSENT AGENDA**

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

2.2.1 Approval of Bill List

2.2.2 Personnel Action

2.2.3 Acceptance of Donation – Library Books

Ayes: Spatz, O'Connor, Datta, Brisben, Spurlock, Gates, and Felton

Nays: None

Motion passed.

## **2.3.1 NATIONAL EQUITY PROJECT (NEP) LEADERSHIP AND STRATEGY DEVELOPMENT PROJECT**

O'Connor moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve an agreement with National Equity Project (NEP) Leadership and Strategy Development for technical support for developing leadership at a cost of \$19,250. Roll call vote.

Ayes: O'Connor, Gates, Spatz, Brisben, Felton, Datta, and Spurlock

Nays: None

Motion passed.

## **2.3.2 APPROVAL OF THE REVISED INTERGOVERNMENTAL AGREEMENT WITH THE COLLABORATION FOR EARLY CHILDHOOD**

Datta moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the revisions to the Intergovernmental Agreement related to the Collaboration for Early Childhood. Roll call vote.

Ayes: Datta, Spatz, Gates, Brisben, O'Connor, Felton, and Spurlock

Nays: None

Motion passed.

## **2.3.3 APPROVAL OF THE REVISED CONTRACT OF SERVICES FOR THE COLLABORATION FOR EARLY CHILDHOOD**

Gates moved, seconded by Datta, that the Board of Education of Oak Park District 97, approve the revisions to the Contract for Services related to the Collaboration for Early Childhood. Roll call vote.

Ayes: Gates, Datta, Brisben, O'Connor, Spatz, Felton, and Spurlock

Nays: None

Motion passed.

## **2.3.4 APPROVAL OF CLIC**

Gates moved, seconded by Spurlock, that the Board of Education of Oak Park District 97, renew its contract with the Collective Liability Insurance Cooperative (CLIC) for the 2016-2017 school year at a premium of \$231,942 as outlined in the memorandum to the Superintendent dated June 14, 2016. Roll call vote.

Ayes: Gates, Spurlock, Brisben, O'Connor, Spatz, Felton, and Datta

Nays: None

Motion passed.

## **2.3.5 APPROVAL OF SELF**

Spurlock moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the 2016-2017 renewal of SELF for District 97's Workers Compensation Services at an annual amount of \$358,673. Roll call vote.

Ayes: Spurlock, Gates, Brisben, O'Connor, Spatz, Felton, and Datta

Nays: None

Motion passed.

**2.3.6 RESOLUTION FOR TRANSFER OF FUNDS**

Datta moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the formal attached resolutions transferring \$1,653,403 from the Working Cash Fund to the Education Fund, then transferring \$2,040,660 from the Education Fund to the Operations and Maintenance Fund of \$1,653,403 and to the Debt Service Fund \$387,257, and then from the Operations and Maintenance Fund to the Capital Projects Fund of \$1,803,403; and further transferring up to \$49,994 of interest earnings from the Operations and Maintenance, Debt Service and Working Cash Funds to the Education Fund as outlined in the memorandum to the Superintendent dated June 14, 2016. Roll call vote.

Ayes: Datta, Gates, Brisben, O'Connor, Spatz, Felton, and Spurlock

Nays: None

Motion passed.

**2.3.7 ADOPTION OF WAREHOUSE SALE RESOLUTION**

Gates moved, seconded by O'Connor, that the Board of Education of Oak Park District 97, approve the warehouse sale resolution as presented to the Board on June 28, 2016. Roll call vote.

Ayes: Gates, O'Connor, Brisben, Spatz, Felton, Spurlock, and Datta

Nays: None

Motion passed.

**2.3.8 APPROVAL OF K-5 EUREKA MATH STUDENT AND TEACHER RESOURCES**

O'Connor moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the purchase of K-5 Eureka Math student and teacher resources order at a cost of \$29,433.92. Roll call vote.

Ayes: O'Connor, Gates, Brisben, Spatz, Felton, Spurlock, and Datta

Nays: None

Motion passed.

**2.3.9 APPROVAL OF HEALTH CURRICULUM 6-8 GRADES**

Gates moved, seconded by O'Connor, that the Board of Education of Oak Park District 97, adopt Teen Health Core Resource for Health Grades 6-8 at a cost of \$52,557.12 for a one year digital subscription. Roll call vote.

Ayes: Gates, O'Connor, Brisben, Spatz, Felton, Spurlock, and Datta

Nays: None

Motion passed.

It was noted that the Mayors will not be attending this evenings meeting and his presentation identified on the agenda will not be held.

**SUPERINTENDENT'S UPDATE**

SUPERINTENDENT'S  
UPDATE

**DISTRICT GOALS**

Dr. Kelley thanked the Board for allowing three administrators and herself to attend the Columbia College Writing Institute last week. She noted that the district will be implementing the writing workshop approach in the fall.

**BOARD ASSIGNMENTS**

BOARD  
ASSIGNMENTS

**STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW**

**FAC**

It was noted that a FAC Committee meeting was scheduled on June 21, 2016; however, quorum was not met. Those in attendance held a brief discussion and the meeting was rescheduled to June 30, 2016 at 7:00 p.m. where the committee will discuss the Holmes School addition options and the turf fields.

**CLAIM**

It was noted that feedback was received from only one Board member regarding the position statements and that feedback and any questions received will be share with the CLAIM committee during the next committee meeting scheduled for July 14, 2016.

**FORC**

It was reported that a small workgroup meeting on white lines for bond issuance was held on June 11, 2016. The next FORC meeting is scheduled for July 13, 2016.

#### INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP

It was reported that IGOV met last Saturday, and a liaison report will be distributed in the near future. It was noted that the first FYI insert from IGOV will be published in September that shares the background on IGOV. Additionally, protocols are being developed by a representative from each organization.

#### OPEF

It was reported that the Oak Park Education Foundation adopted a new strategic map for the next three years.

#### CALENDAR

It was reported that the calendar committee is close to sharing a draft 2017-2018 calendar with the Board.

Board members were asked to send an email to the new Board committee representatives prior to July 1, 2016, identify dates of upcoming committee meetings.

#### SELF EVALUATION RETREAT UPDATE

Member O'Connor explained the plans for the upcoming Board retreat, noting that the agenda will include a portion focused on Board process and procedures and another on goals related to Board development. A survey will be sent out regarding the topics for that meeting and questioning the need for a facilitator. Dr. Kelley strongly encouraged the Board to utilize the services of a facilitator, even if that means switching the date of the retreat. She recommended Allan Alston as the facilitator, noting that he has experience at the board level in Oakland and Milwaukee and has an equity lense. She noted that Alston is also a retire superintendent from Evanston. The Board was reminded that if they hold their retreat in closed session, the meeting must be facilitated by an IASB representative.

#### REFERENDUM DISCUSSION

Member Brisben updated the Board on the history of the referendum process. He noted that during the last two months, the Board has been evaluating the type and size of the needed referendum. On May 24, 2016, STR presented the 10-Year Life Safety Study and Capital Plan, and the Board discussed the construction needs at Holmes School. Brisben explained that the Board is now asked to consider a new "if" statement; "Does the Board need to include dollars for capital expenses including operating funds in the April referendum or a future one?"

Member Spatz reported that about every 20 years, the district issues capital bonds. Such bonds paid for the middle schools and eight elementary schools. Since then, the work has been minor, and the district was able to finance the needed work through DSEB bonds. Spatz reported that DSEB is a borrowing capacity (\$3,600,000 per year) that the Board can utilize without a referendum. He noted that the new administration building is being funded mostly by the Madison TIF dollars. He reminded the Board that about 25 percent of the cost of the middle school construction was paid for through the Build Illinois First Grant Program, and that AARA funds were used to cover half of the cost of the Lincoln School construction in 2010-2011. He noted that the 1999 referendum bonds have three payments left and then that opportunity goes away.

It was suggested that the Board has two scenarios to consider;

- YES options
  - 1) Run a larger operating funds referendum with a portion of dollars designated for facilities
  - 2) Have two separate referendums (one each for operating and facilities), but not necessarily the same ballot
- NO options
  - 1) The Board directs the administration, to present a facilities plan that conforms to current policy
  - 2) The Board is willing to change assumptions, re: facility needs to conform with current policy
  - 3) The Board interprets policy to permit use of DSEB beyond five years

It was agreed that this item should return for further discussion sometime in July.

#### ADMINISTRATIVE ITEMS

##### HOLMES CAPACITY AND SUMMER 2017 CAPITAL PROJECTS

Therese O'Neill (via phone) and Jennifer Costanzo from STR updated the Board on the Holmes School construction options. They noted that the basic difference between options one and two is that option two includes the cost of \$848,000 to convert the two oversized classrooms into three classrooms of equal size.

ADMINISTRATIVE  
ITEMS

## HOLMES CAPACITY AND SUMMER 2017 CAPITAL PROJECTS (Continued)

It was noted that there would be some efficiencies in converting the classrooms at the same time as the addition because trades would only need to be brought into the building once. Additionally, the building would only need to be closed for one summer opposed to two. Costanzo reported that the easement work has been estimated at \$180,000. It was noted that this estimate does not include the cost of relocating gas lines.

It was reported that the FAC meeting did not have quorum, but that the chairperson, George Beech, reviewed the options and recommended moving forward with option two. O'Neill requested that this item return to the Board for action on July 12, 2016 and appoint Bulley and Andrews to manage the work.

It was suggested that the FAC response and recommendation be included in the Superintendent's weekly Board update. The Board expressed interest in hearing more reasoning as to why option two would be the recommended choice. This item will return to the Board for action on July 12, 2016.

## SUMMER CAPITAL PROJECTS

O'Neill reported that Life Safety violations at Beye, Hatch, Holmes, Julian and Mann are mandated work that needs to be completed. There is additional work (i.e., Mann media center needs air conditioning) that was identified, but is not mandated. O'Neill suggested that including this work is efficient and completes equity issues with work that was done earlier. She noted that it is in the best interest of the district to do this work in a blended project.

O'Neill recommended Category E – suggesting that since construction will be taking place at Holmes School anyway, to use Holmes as the pilot of the 21<sup>st</sup> Century lab. She noted that the mandated work totals \$22,704,896. She noted that five years of DSEB would be about \$13,000. This item will return to the Board for action on July 12, 2016.

## END OF THE YEAR FINANCIAL REPORT

O'Neill reported that only 95 percent of the 2016-2017 budget was expended. She noted that the Education Fund was at 96.2 percent and that the salaries and purchase services were also underspent. She reported that the benefits, transportation and tuition were slightly higher than budgeted. All in all, the budget was underspent by about \$3,000,000. She noted that the district is waiting on the TIF dollars that should be coming in the near future.

## PAPER BID

O'Neill reported that the copier solution will be saving money, and noted that the bid reflects intent to cut down on paper use. This item will return to the Board for action during the July 12, 2016 Board meeting.

## VEHICLE BID

O'Neill reported that the district has a consistent process for replacing vehicles, and noted that the 1997 Ford Ranger is due to be replaced at this time. She reported that two bids were received and she is recommending the acceptance of the lowest bid. This item will return to the Board for action during the July 12, 2016 Board meeting.

## STAGE CURTAIN

O'Neill reported that the district is mandated to flameproof curtains every five years. Three bids were received and she recommended using the same vendor as last time at a cost of \$36,700. This item will return to the Board for action during the July 12, 2016 Board meeting.

## POLICY REVIEW

This item was tabled until the July 12, 2016 Board meeting.

## DONATION – HOLMES PTO

The Board was asked to accept a \$1,500 donation from the Holmes PTO to be used for enhancements to the teacher's lounge. This item will return to the Board for action during the July 12, 2016 Board meeting.

## INTERGOVERNMENTAL AGREEMENT WITH THE OAK PARK PUBLIC LIBRARY REGARDING THE MULTICULTURAL COLLECTION

The Board was asked to review the draft agreement with the Public Library regarding the transfer of the multicultural collection. This item will return to the Board for action during the July 12, 2016 Board meeting.

## CONCLUDING ITEMS

### BOARD REMARKS

The Board said goodbye to Therese O'Neill and Steve Cummings and wished them well in their future endeavors.

CONCLUDING  
ITEMS

An analysis on video taping of Board meetings done by Board intern, Kelsey Connor was shared with the Board.

A flyer for a workshop on teacher leadership and a report from TNTP was shared.

It was reported that members Datta and Felton will switch two committee assignments. Member Felton will represent the Board on the CLAIM committee.

The Board will participate in the Farmer’s Market on August 6, 2016.

**BOARD RESPONSE TO PUBLIC COMMENT**

None

**BOARD MEETING AGENDA FOR FUTURE MEETINGS**

The draft agenda for the July 12, 2016 Board meeting was reviewed and modifications were recommended.

**LONG-TERM CALENDAR AND PARKING LOT**

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

**EXECUTIVE SESSION**

Felton moved, seconded by Datta, that the Board of Education move into Executive Session at 10:15 p.m. to discuss (Possible Litigation 5 ILCS 12/2(c)(11)) Roll call vote.

Ayes: Felton, Datta, Spurlock, O’Connor, Spatz, Brisben, and Gates

Nays: None

Absent: None

Motion passed

**OPEN SESSION**

Spatz moved, seconded by Felton, that the Board of Education move into Open Session at 10:34 p.m. All members of the Board were in agreement.

OPEN SESSION

**ADJOURNMENT**

There being no further business to conduct, President Gates declared the meeting adjourned at 10:35 p.m.

ADJOURNMENT

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary