

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting July 26, 2016**

President Gates called the meeting to order at 6:30 p.m.

Present: Brisben, Gates, Spurlock, Felton, and Spatz  
Absent: Datta and O'Connor  
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Dr. Alicia Evans, Assistant Superintendent of Human Resources Laurie Campbell, Chief Academic and Accountability Officer Dr. Amy Warke, Senior Director of Special Services Mike Padavic, Senior Director of Policy, Planning 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 Helen Wei, and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

**EXECUTIVE SESSION**

Brisben moved, seconded by Felton, that the Board of Education move into Executive Session at 6:30 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees 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.

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

OPEN SESSION

**OPEN SESSION**

Spatz moved, seconded by Felton, that the Board of Education move into Open Session at 6:59 p.m. All members of the Board in attendance were in agreement. The meeting reconvened at 7:03 p.m.

2.2

**APPROVAL OF THE CONSENT AGENDA**

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

APPROVAL OF  
CONSENT  
AGENDA

- 2.2.1 Approval of Bill List
- 2.2.2 Personnel Action
- 2.2.3 Recertification of Hazardous Crossings
- 2.2.4 Adoption of Policies
  - Policy 6:130 (Program for the Gifted)
  - Policy 7:150 (Agenda and Policy Interviews)
  - Policy 7:190 (Student Behavior, formerly known as Student Discipline)
  - Policy 7:200 (Suspension Procedures)
  - Policy 7:210 (Expulsion Procedures)
  - Policy 7:220 (Bus Conduct)
  - Policy 7:230 (Misconduct by Students with Disabilities)
  - Policy 7:240 (Conduct Code for Participants in Extracurricular Activities)
  - Policy 7:305 (Student Athlete Concussions and Head Injuries)

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

The new staff members were introduced.

**PUBLIC COMMENT**

None

PUBLIC  
COMMENT

## **REPORTS**

REPORTS

### **REFERENDUM REFRESHER COURSE: CAMPAIGN ISSUES**

Heidi Katz from Robbins Schwartz came to the table to lead a discussion on the laws that govern running a referendum. The Election Interference Prohibition Act was addressed, noting that no public funds shall be used to urge any elector to vote for or against any candidate or proposition, or be appropriated for political or campaign purposes to any candidate or political organization. This provision shall not prohibit the use of public funds for dissemination of factual information relative to any proposition appearing on an election ballot...

Katz explained that the difference between advocacy and stating factual information can be a fine line. She noted that advocacy includes a direct appeal to someone to vote in favor of or against the referendum, including such language as “vote yes”, “support”, or “favor”. It also includes campaigning for the referendum by describing the referendum in positive, “advertising”, “good for our future”, or “badly needed”, or by vividly describing dire consequences if the referendum does not pass. She explained that advocacy also includes indirect appeals to someone to vote favorably, including information which is demonstrably “slanted” so as to encourage a favorable vote on the referendum question. She cautioned the Board to make sure that statements made by the Board/district remain factual and do not cross the line.

Katz explained that unlike the School Board and on-the-job school employees, ballot initiative committees organized by concerned citizens to press for passage of a district referendum may engage in advocacy, because their activities are not being subsidized by public funds or other public resources. Although a successful referendum campaign requires coordination of efforts between school officials and the referendum committee, the players and functions of the school district and of the referendum campaign committee should be kept separate, insofar as possible.

Katz reported that the State Officials and Employees Ethics Act also made applicable to local governmental employees, prohibits public employees from intentionally performing “prohibited political activity” during any compensated time, including lunch time, but does not include vacation, personal or compensated time off. She noted that prohibited political activities under the State’s Ethics Act included;

- Preparing for, organizing, or participating in any meeting, rally, demonstration, or other event to promote votes in favor of or against the referendum, soliciting contributions, including but not limited to purchasing, selling, distributing or receiving payment for tickets for any political event.
- Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
- Planning, conducting, or participating in a public opinion poll in connection with the referendum campaign. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome of the referendum, or for or against the referendum.
- Soliciting votes in support or against the referendum question or helping in an effort to get voters to the polls.
- Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign materials for or against the referendum.
- Campaigning for or against any referendum question.

She noted that these activities are prohibited when employees are on the job. School district employees may engage in these activities after work hours, when they are not on duty. However, for the Superintendent and other administrative employees, it is often hard to determine when district-compensated time ends and personal time begins. Administrative employees should adhere as much as possible to a factual (non-advocacy) approach during the referendum campaign, and refrain from participating in activities on the “prohibited” list. Katz suggested that the Board be careful when on school property and when acting as a Board, and noted that sister units of government should not express support for our referendum on their public property.

Katz shared three documents - *A guide for school district employees and officials on referendum expenditures and activities*, A FAQs document from the Illinois Council of School Attornies and *A referendum campaigns: a briefing on relevant state laws*. She encouraged the district to call her whenever questions arise, and to review all literature prior to circulation.

Two of the Board committee chairs were introduced. Katz explained that they are outside of the framework of these laws at this time. She recommended that moving forward they keep their two responsibilities separate. Katz continued by stating that holding candidate forums on district property is acceptable, but if the meeting will encourage support or against the referendum, it may be preferable to hold the meeting outside of the district

REFERENDUM REFRESHER COURSE: CAMPAIGN ISSUES (Continued)

facilities. Additionally, she encourage that any organization, including PTOs who wish to use District 97 facilities to host meetings regarding the referendum, fill out a building usage form. Katz advised the PTOs to not speak for the district and indicated that if they are a 5013C, they should not be advocating at all.

Katz reported that since the 2011 referendum campaign, a few things have changed. She reported that a Ballot Initiative Committee will need to be formed, and will need to elect a president. The president will need to guide the committee and maintain funds. Public funds spent above a certain amount need to be approved. It was noted that if the Board decides to move forward with two separate propositions, only one committee would need to be established.

**2.1.1 APPROVAL OF MINUTES FROM THE JULY 12, 2016**

ACTION ITEMS

Spatz moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the minutes from the July 12, 2016 Board meeting. Roll call vote.

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

**2.3.1 RENEWAL OF INTERGOVERNMENTAL AGREEMENT – District 200 FOOD SERVICES**

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97 extend the food service intergovernmental agreement with Oak Park River Forest High School for the 2016-17, 2017-18 and 2018-19 school years. Roll call vote.

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

**2.3.2 ADOPTION OF TENTATIVE BUDGET**

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, adopt its Tentative 2016-2017 budget in the total amount of \$97,256,300 (inclusive of \$84,937,148 of operating fund expenditures and \$12,319,152 of non-operating expenditures), thus placing such tentative budget on display for a minimum of 30 days and calling for a public hearing of said budget on September 13, 2016. Roll call vote.

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

**SUPERINTENDENT'S UPDATE**  
**DISTRICT GOALS**

SUPERINTENDENT'S UPDATE

Dr. Kelley reported that administration is in full swing, attending sessions and planning for the vision action accountability retreat scheduled for August 15 and 16, 2016. Additionally, they are planning for opening day. Dr. Kelley reported that the administration will use various ways of communication to keep the Board and community informed moving forwards.

**BOARD ASSIGNMENTS**

BOARD ASSIGNMENTS

**STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW FORC**

It was reported that a work group meeting was held about a week ago to discuss the debt policy. A document has been drafted and will be reviewed by Monday August 1, 2016. The FORC committee will be meeting on August 15, 2016.

**CLAIM**

It was reported that the liaison report from the last CLAIM meeting will be sent to the Board tomorrow, and the position statement comments were sent back to CLAIM. It was noted that these statements will be used internally as a guide for the committee work. Final versions of these documents will be send out in the near future. Additionally, the committee will develop a one page fact sheet on some of the topics. It was reported that member O'Connor has a connection who will speak to the group on educational funding during the September Committee meeting.

FAC

It was reported that FAC will be meeting next Tuesday.

#### INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP

The IGOV liaison report has been posted on the Website and shared with the Board.

It was suggested that the three documents distributed during the referendum discussion be shared with FAC, FORC, CLAIM, PTO Council, Education Foundation, CAST, BRAVO and PING.

#### BOARD PLANNING FOR AUGUST 9 AND 23, 2016 RETREATS

The draft agenda for the August 9, 2016 Board retreat was reviewed. It was agreed that the self-assessment survey should be completed prior to the retreat. Everyone was encouraged to complete this document, as 100 percent participation is essential. Dr. Allen Alson will facilitate this meeting and three others throughout the year. President Gates and Vice President Felton will communicate with the Board Secretary regarding logistics for this meeting.

It was agreed that the agenda for the August 23, 2016 Board retreat should be finalized by August 16, 2016 and will include a referendum discussion, community engagement and an executive session. It was agreed that the August 9, 2016 retreat may inform the August 23, 2016 agenda. It was agreed that Dr. Evans, and Chris Jasculca should be invited to attend this session. A list of suggested retreat topics was reviewed and it was agreed that topics related to Board development work, communication and goals be included on the August 9, 2016 agenda.

#### ADMINISTRATIVE ITEMS

##### REVIEW OF THE DRAFT 2017—2018 SCHOOL CALENDAR

Laurie Campbell came to the table. She acknowledged Calendar Committee members for their hard work. The draft 2017-2018 district calendar was presented for consideration. It was noted that the school year will start on a Wednesday to help younger children adjust to their new schedule. Campbell noted that this calendar is more in alignment with District 200 and addresses some of the religious holiday concerns.

ADMINISTRATIVE ITEMS

Discussion included concern about the two days prior to the start of school and daycare needs. Campbell assured the Board that plans will be coordinated with the Park District. The Board discussed Good Friday and Yom Kippur, noting that Yom Kippur falls on a weekend during the 2017-2018 school year. Concern was expressed and discussion took place regarding the number of days off during the month of January, noting that there is a long period of time in the spring without a break. It was agreed that the Board survey on this topic was helpful, and the committee will continue to use the Board as a proxy in the future.

It was noted that work will begin on the 2018-2019 calendar during January, 2017. Administration was reminded to submit waivers on any commuted holidays. This item will return to the Board for action on August 16, 2016.

##### OUT-OF-STATE AND OVERNIGHT FIELDTRIPS

The 2016-2017 out-of-state and overnight fieldtrips were submitted to the Board for consideration. The Board Secretary noted that a couple school still need to be included in this document before approval during the August 16, 2016 Board meeting.

##### PROCLAMATION FOR MULTICULTURAL EDUCATION

The draft proclamation for multicultural education was reviewed and revisions were recommended. This item will return to the Board for action on August 16, 2016.

##### INTERGOVERNMENTAL AGREEMENT WITH THE PARK DISTRICT – BIKE SHARING

It was noted that this intergovernmental agreement is to address the bicycles that are used during PE classes in the district, and the Park District who uses them during the summer. It was reported that the bicycles, and trailer to store them were purchased using grant funds. This item will return to the Board for action on August 16, 2016.

##### DUST MOP BID

The dust mop bid was presented and it was noted that this proposal will cut the cost of this expenditure by about 50 percent (\$20,000). This item will return to the Board for action on August 16, 2016.

#### CONCLUDING ITEMS

##### BOARD REMARKS

The IASB West Cook Division meeting for fall will be held on November 3, 2016, not October 6, 2016 as originally reported. The program will be held at a school and not at Elmcrest Banquet Hall as in the past.

CONCLUDING ITEMS

**BOARD REMARKS (Continued)**

The evening will include a candidate information session for people interested in running for the Board of Education.

Member Spatz attended a meeting hosted by Senator Lightford to discuss education funding reform on Thursday, July 14, 2016, as continuation of his work with ED-RED.

Interest was expressed in the fact that teacher candidates are being asked to supply sample lesson plans or videos during the hiring process.

Member Spurlock noted that she will not be in attendance during the next Board meeting.

President Gates thanked his colleagues for the increased number of questions submitted to administration in advance of the Board meetings.

**BOARD RESPONSE TO PUBLIC COMMENT**

None

**BOARD MEETING AGENDA FOR FUTURE MEETINGS**

The draft agenda for the August 16, 2016 Board meeting was reviewed and modifications were recommended. It was noted that the Student Discipline report will be presented to the Board in the fall (September or later).

**LONG-TERM CALENDAR AND PARKING LOT**

No revisions to the Long-term calendar or Parking Lot documents were identified.

**EXECUTIVE SESSION**

Felton moved, seconded by Brisben, that the Board of Education move into Executive Session at 8:39 p.m. to discuss (Possible Litigation 5 ILCS 120/2(c)(11), Collective Negotiation 5 ILCS 12/2(c)(2)) Roll call vote.

Ayes: Felton, Brisben, Spatz, Spurlock and Gates

Nays: None

Absent: Datta and O'Connor

Motion passed.

**OPEN SESSION**

Brisben moved, seconded by Spatz, that the Board of Education move into Open Session at 9:22 p.m. All members of the Board in attendance were in agreement.

**ADJOURNMENT**

There being no further business to conduct, President Gates declared the meeting adjourned at 9:22 p.m.

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Board President

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Board Secretary