

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting October 25, 2016**

President Gates called the meeting to order at 6:35 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**

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Spatz moved, seconded by Felton, that the Board of Education move into Executive Session at 6:36 p.m. to discuss (Possible Litigation 5 ILCS 120/2(c)(11), Collective Negotiation 5 ILCS 12/2(c)(2)). Roll call vote.

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

**OPEN SESSION**

OPEN SESSION

O'Connor moved, seconded by Felton, 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 7:03 p.m.

**PUBLIC COMMENT**

PUBLIC COMMENT

None

**2.3.1 RESOLUTION DECLARING THE INTENTION TO ISSUE \$16,000,000 WORKING CASH FUND BONDS FOR THE PURPOSE OF INCREASING THE WORKING CASH FUND OF THE DISTRICT, AND DIRECTING THAT NOTICE OF SUCH INTENTION BE PUBLISHED IN THE MANNER PROVIDED BY LAW.**

BOND SALE

Datta moved, seconded by Felton, that the Board of Education of Oak Park District 97, approve the Resolution declaring the intention to issue \$16,000,000 Working Cash Fund Bonds for the purpose of increasing the Working Cash Fund of the District, and directing that notice of such intention be published in the manner provided by law.

It was reported that this item was discussed at the FORC meeting last night, and the committee members were supportive of the plan. The Board was reminded that the sale would be made in two parts, allowing the district to reevaluate its financial status before the second half of the sale. Additionally, it was noted that the district is not required to sell the full amount stated in the motion. Roll call vote.

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

**REPORTS**

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STAFFING REPORT AND ADMINISTRATIVE UPDATE AND SY17 RETIREMENT REPLACEMENT EFFORTS

Laurie Campbell and Carrie Kamm came to the table. Campbell noted that the staffing report is usually given in December, but administration felt that the Board needed to hear this information a bit earlier this year.

STAFFING REPORT AND ADMINISTRATIVE UPDATE AND SY17 RETIREMENT REPLACEMENT EFFORTS (Continued)

Campbell reported that the licensed staff is down by two (527) from the 2015-2016 school year. Of those, 94 hold a bachelor's degree, 423 hold a master's and 10 have earned a doctorate. She reported that 73 percent of the teachers are tenured. She noted that 80 percent of the teachers are white, and reported that employees as a whole are more diverse than the teacher group.

Kamm reported that the district currently has 34 National Board Certified or equivalent teachers, and is supporting 40 teachers who are currently working on the two year process. She explained that the process is rigorous and difficult to achieve on the first try. She noted that the district's compensation for achieving the title is attractive.

It was reported that the 31 new licensed staff members include four National Board Certified Teachers, and 21 with master's degrees. It was noted that of the 31 new hires, the average years of experience is six.

Campbell reported that 37 staff members are slated to retire at the end of the 2016-2017 school year (27 of those are licensed positions). She noted that administration is partnering with the Diversity Council to fill these positions.

Board comments included noting;

- That during the CLAIM Forum last week, some parents commented on the need for the teacher demographics to reflect that of the community
- An increase in Hispanic students was noted and it was suggested that perhaps the online registration might be giving the parents an avenue to report their ethnicity differently. This could also apply to the multi-racial children
- Interest was expressed in knowing how much the National Board Certification training is costing the district
- It was suggested that the administration look at the teachers who received the highest evaluation ratings last year and seek commonalities
- Interest was expressed in an update on the rigorousness of the National Board Certification program and the district's return on investment

Campbell reported that the district is in the process of developing a standardized interview process that should be in place in time for the hiring season, and shared that the hiring process will be strategic and intentional.

Campbell noted that the current student enrollment has increased from last year, exceeding the Eller's projections in the demographics study.

ACTION ITEMS

**2.1.1 APPROVAL OF MINUTES FROM THE OCTOBER 13, 2016 BOARD MEETING**

Spatz moved, seconded by Datta, that the Board of Education of Oak Park District 97, approve the revised minutes from the October 13, 2016 Board meeting. Roll call vote.

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

Nays: None

Abstained: Felton

Motion passed.

**2.2 APPROVAL OF THE CONSENT AGENDA**

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

2.2.1 Approval of Bill List

2.2.3 Approval of Supporting Organizations

2.2.4 Acceptance of Cash Donation from the Mann and Longfellow PTO's to support 2016-2017 Tutoring

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

Nays: None

Motion passed.

**2.3.2 DEFERMENT OF HOLMES CONSTRUCTION PROJECT**

Felton moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the deferment of the Holmes Capacity Project and adjust the project schedule such that the classrooms will be ready for occupation in time for the start of school in August 2018. Roll call vote.

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

**2.3.3 APPROVAL OF 2016-2017 NORMS AND GOALS**

Spurlock moved, seconded by Felton, that the Board of Education of Oak Park District 97, adopt the following Norms and Goals for the 2016-2017 school year.

**2016-2017 Meeting Norms**

- Be prepared and present
- Respect different opinions
- Be as concise as possible
- Enable all opinions to be heard
- Seek to understand and then be understood
- Assume positive intent
- Hard on ideas, easy on people

**2016-2017 Board Goals**

All goals should be viewed through the lens of the community

- 1) Build deeper knowledge and understanding of the four terms framing the District Goals - Equity, Inclusive, Whole Child Focus and Positive Learning Environment through community engagement.
- 2) Develop strategies to further advance community awareness regarding the fiscal condition, needs of the district and the opportunities offered by the planned referendum.
- 3) Review and refine the norms, protocols and work plans needed for Board preparation and meetings that will yield greater Board and administration effectiveness and efficiency. Update district policy to communicate and advance district priorities.
- 4) Review and refine the Superintendent's evaluation instrument.

It was noted that future Board agendas will include this information in the header, and this information will be shared in the weekly update to the community.

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

**SUPERINTENDENT’S UPDATE**

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UPDATE**

Dr. Kelley reported that the safety team participated in one of two day-long trainings today. She noted that the goal of the sessions is to improve the quality of resources in the schools, and she noted the need for updated emergency plans in the schools. She asked the Board if they could use any additional information about this topic to further support their effectiveness.

Board comments included noting the need for the district and schools to have their own written plans, and a critical analysis was suggested with police verification. It was suggested that legal be included in the planning. Interest was expressed in seeing the template that will be used or the list of requirements and the accountability method. Interest was expressed in knowing if the new secured entrances at the schools are working as expected. Interest was expressed in getting a sense of where the district stands regarding facility investments compared to other districts.

The next meeting of this group is tentatively planned for January 12, 2016.

## **BOARD ASSIGNMENTS**

### **STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP FORC**

It was reported that the FORC committee met last night. During that meeting, they discussed the intent to issue DSEB bonds. A liaison report will be sent to the Board in the near future. It was reported that the next FORC meeting will be held at the end in late November or early December. At that time, the committee will welcome two new members.

### **CLAIM**

It was reported that the CLAIM Legislative Forum was held on October 18, 2016. The committee members will debrief and then submit a report. The committee is also working on redrafting the committee charge. Their next meeting is scheduled for November 10, 2016, and a new member will be appointed in the next few weeks. Chris Jасulca was acknowledged for his work to recruit new members on the standing Board committees, and gratitude was expressed to all those who expressed interest in serving on these committees.

### **FAC**

It was reported that this committee will be welcoming two new members. The current committee members were acknowledged for their help with the selection.

### **INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP IGOV**

The IGOV Assembly will be held this Saturday, October 29, 2016 from 9:00 am until noon at the Township office at 105 S. Oak Park Avenue. Board members were asked to confirm their attendance and it was noted that the Halloween parade may cause parking issues around the Township building at that time.

It was noted that the presentation slide deck has been completed and Amy Warke will be the first presenter of the day sharing the information on behalf of District 97.

### **PTO COUNCIL**

Member Brisben noted a meeting conflict. Because he was presenting at FORC, he was unable to attend the PTO Council meeting.

### **OPEF**

It was reported that OPEF met last week and they are working on plans for Prep for Success and talked about a substantial increase to their scholarships. They are also considering some community wide initiatives that could benefit the District 97 children.

### **BENEFITS AND CALENDAR**

It was reported that the Benefits and Calendar committees are scheduled to meet within the next two weeks. The Board was asked to send suggestions that they might have for these committees to members Spatz and Spurlock.

### **REFERENDUM DISCUSSION**

Brisben reported that the Board will be holding a special work/study session on November 7, 2016 to continue their work on the referendum. The meeting will begin at 6:00 p.m. with a brief executive session, followed by the open session at 6:30 p.m. The FORC committee will deploy a few members to join the referendum team in order to review data and have materials ready for that meeting, along with the Forecast5 projections.

It was reported that members Spatz and Brisben collaborated with Chris Jасulca on a two page executive summary that will go out in the November/December FYI.

It was noted that the 2016 enrollment is up far beyond the 2011 projections and this information will be added to the referendum slide deck.

Concern was expressed about the uncertainty of new growth within the community and how it might affect the school district.

### **PARKING LOT MODIFICATION**

A recommendation was made regarding the Parking Lot process. Board members were asked to review the documents and make recommendations to President Gates.

**ADMINISTRATIVE ITEMS****PRESENT ESTIMATE OF PROPERTY TAX LEVY AND SET LEVY HEARING DATE**

Evans explained that tax rates are unlimited or as needed in transportation, Social Security and Illinois Municipal Retirement Funds, and the bond levy is applied by Cook County per Bond Resolution. Under PTELL ( a school district's property tax extension), the amount of property taxes the school district receives in tax revenue can increase annually up to 5 percent, or the rate of inflation as measured by the all urban consumer price lines (CPI-U), whichever is less. If the preliminary and final levy will exceed 5 percent of last year's extension, a Truth In Taxation notice will be published and a Public Hearing will be conducted.

Evans explained that if the referendum is successful, the district would need to complete this process again to capture those funds. She explained that the driving forces for the 2016 tax levy are;

- a) Property taxes are an important revenue source
- b) Is the levy large enough to cover an increased need in the education, Operations/maintenance, and FICA/Medicare Funds to meet the needs of the district?
- c) Large enough to capture new property and expiring TIFs?
- d) Large enough to capture additional revenues in the event of a successful referendum?

The next steps would be to ensure maximum dollars coming into the Education Fund, and determine the direction to be given to the Cook County Clerk to reduce other "capped" funds by a formal prepared resolution.

This item will return to the Board for action on November 15, 2016.

**CONCLUDING ITEMS****BOARD REMARKS**

Member Brisben attended the Those Who Excel banquet last Saturday. He noted that this is a State-wide awards program and District 97 had a record number of recipients honored at the event.

**Awards of Recognition**

- Dr. Felicia Starks Turner - Administrator category
- Dorothy Stewart - Education Service Personnel category (Central Office)
- Andrea Rossi - Student Support Personnel category (nurse at Hatch; previously at Holmes)
- Team of the Lincoln School Teaching Assistants (ten individuals):
  - Nenette Egeberg
  - Mary Pat Eraci-Sullivan
  - Monica Madan
  - Suzy Auma
  - Angie White
  - Sherri Primak
  - Kottie Stebbing
  - Kayleigh Vernocke
  - Andra McGuin

**Awards of Excellence**

- Cathi Knickrehm - Community Volunteers category – (PTO parent and garden developer at Hatch)
- Claire Downs - Early Career Educator category - (special education teacher at Whittier)
- John Colucci – Classroom Teachers category – (language arts teacher at Julian)

Member Spurlock shared a draft charge for the proposed Community Engagement committee and member Datta was acknowledged for making the recommendation to start the committee. Board members were asked to send their questions or comments regarding the draft charge to President Gates. Member Spurlock shared a printout of a draft PowerPoint presentation on the community engagement concept and asked that feedback be sent to her.

It was reported that the superintendent evaluation team is meeting with Dr. Kelley to work on the evaluation process.

President Gates noted that the feedback from the October retreat was very constructive. It was noted that those responding to the recent Doodle for a winter retreat had indicated that January 30, 2017 at 6 p.m. would meet their needs. It was suggested that future Doodles include a deadline for response.

**BOARD REMARKS (Continued)**

The Board response to the 2016 IASB proposed resolutions was distributed.

Member Spatz is still participating in meetings convened by Senator Lightford as part of her work as a member of the Governor’s Funding commission.

Member O’Connor expressed interest in adding staffing questions to the Parking Lot, but agreed to defer his thoughts until the next meeting when the Park Lot process will be vetted.

Interest was expressed in considering a way to evaluate the district’s current resource allocations as related to the “big rocks”. It was suggested that this conversation might occur during the November 7, 2016 work/study session.

**BOARD RESPONSE TO PUBLIC COMMENT**

None

**BOARD MEETING AGENDA FOR FUTURE MEETINGS**

The draft agenda for the November 15, 2016 Board meeting was reviewed and modifications were recommended.

**ADJOURNMENT**

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There being no further business to conduct, President Gates declared the meeting adjourned at 9:04 p.m.

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Board President

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Board Secretary