

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting July 28, 2015**

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

Present: Spatz, Brisben, Spurlock, Datta (6:35 p.m.), and Felton

Absent: Gates and O'Connor

Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Therese O'Neill, Senior Director of HR Steve Cummins, Senior Director of Special Services Mike Padavic, Senior Director of Policy, Procedures and Communication Chris Jasculca, Senior Director of Administrative Services 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 Brisben, 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 5 ILCS 120/2/(c)(1), Collective Negotiations 5 ILCS 120/2(c)(2)). Roll call vote.

EXECUTIVE SESSION

Ayes: Spatz, Brisben, Spurlock, and Felton

Nays: None

Absent: Datta, Gates and O'Connor

Motion passed.

OPEN SESSION

OPEN SESSION

Spatz moved, seconded by Datta, 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 7:03 p.m.

APPROVAL OF PERSONNEL

3.2.2 APPROVAL OF PERSONNEL

Spatz moved, seconded by Datta, that the Board of Education, District 97, approve the Personnel Report as amended at the table.

Ayes: Spatz, Datta, Brisben, Spurlock, and Felton

Nays: None

Absent: Gates and O'Connor

Motion passed.

3.3.6 APPROVAL OF ADMINISTRATIVE APPOINTMENT

Brisben moved, seconded by Spatz, that the Board of Education of Oak Park District 97, appoint John McCauley as interim principal of Holmes Elementary School for the 2015-2016 contract year, with an annual salary of \$97,440, prorated based upon an August 3, 2015 start date. Roll call vote.

APPROVAL OF ADMINISTRATIVE APPOINTMENT

Ayes: Brisben, Spatz, Spurlock, Datta, and Felton

Nays: None

Absent: Gates and O'Connor

Motion passed.

Dr. Kelley reported that Principal Suzie Hackmiller resigned to take the principal position at Harmony School in Kentucky. Her resignation was discussed in executive session, as well as the appointment of John McCauley as interim principal for the 2015-2016 school year. During that period, a formal search will be conducted. Dr. Kelley thanked Principal Hackmiller for her tenure in District 97, and shared that Hackmiller is respected and admired for her approach to teaching, and noted that everyone in the district wishes her all the best in her new position. Dr. Kelley noted that the administration evaluated all the options and decided to recommend McCauley who is an exemplary leader at Holmes School, and has been

there for 10 years. His skills and expertise will help the building continue to thrive and give administration the time to perform a comprehensive search to fill the position permanently. Administration will continue to keep the community updated and asked for continued support.

New staff members were introduced.

PUBLIC COMMENT

None

PUBLIC COMMENT

SPECIAL REPORTS

ADMINISTRATION BUILDING

Therese O’Neill came to the table with the construction team of Bill Truty, Tim Puntillo and Jeniffer Costanzo. The 90 percent budget numbers were shared along with bid package one. It was reported that this information has been sent to the FAC membership for review. Costanzo noted that everything except for HVAC has been added into the bidding documents as alternates, allowing for more flexibility in the bidding process. All bids must be returned by August 10, 2015 and will be presented to the Board on August 25, 2015 for review. A tentative FAC meeting on August 18, 2015 was noted.

SPECIAL REPORTS

Costanzo reported that reducing the height of the building would decrease the cost of the project substantially. A discussion took place regarding the budget and the increase from the preliminary budget to the 90 percent budget. Puntillo noted that it is typical to see a difference of about 7.5 percent, and noted a flux in the current market, calling it an unavoidable swing.

It was noted that ongoing conversations with the village have occurred and there is an understanding that if the district encounters concerns related to remediation, the Village will cover the cost. It was noted that the overhang of the west building is still on the district’s property.

Board comments included a suggestion to review all bids over the last eight years and see how many items came in under budget, suggesting that the results of that investigation may help to put the current numbers in context. If additional funds are needed, it was noted that the sale of the warehouse could bring in additional funds, or the district could bond for the needed money or transfer from fund balances or other sources. Additionally, it was noted that the district never calculated in the long-term savings for not maintaining the current building.

This item will return to the Board on August 25, 2015 in proposed form and bid package two will be presented at that time. An update may be possible during the August 11, 2015 meeting as well.

ACTION ITEMS

ACTION ITEMS

3.1.1 APPROVAL OF MINUTES FROM THE JULY 7, 2015 BOARD MEETING

Spatz moved, seconded by Datta, that the Board of Education of Oak Park District 97, approve the minutes from the July 7, 2015 Board meeting. Roll call vote.

Ayes: Spatz, Datta, Brisben, Spurlock, and Felton

Nays: None

Absent: Gates, O’Connor

Motion passed.

2.2 APPROVAL OF THE CONSENT AGENDA

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

3.2.1 Approval of Bill List

3.2.3 Acceptance of Donation

Ayes: Spatz, Spurlock, Brisben, Felton, and Datta

Nays: None

Absent: Gates and O’Connor

Motion passed.

3.3.1 APPROVAL OF TENTATIVE 2015-2016 BUDGET

Spatz moved, seconded by Spurlock, that the Board of Education of Oak Park District 97, adopt its Tentative 2015-2016 budget in the total amount of \$99,836,107 (inclusive of \$82,626,007 of operating fund expenditures and \$17,210,100 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 8, 2015.

O’Neill shared an updated end of year report noting that the district had adopted a budget of \$79,075,839 and the unaudited actual is \$77,092,132. She noted that some of the anticipated revenues (about \$500,000) have not yet been received, and that the difference between adopted/actual is \$1,960,045, and the difference between referendum/actuals is \$5,533,403. Additionally, O’Neill noted that enrollment has increased.

O’Neill presented the tentative 2015-2016 budget noting revenue of \$81,714,610 and expenditures of \$81,475,439. She noted that the capital projects will include \$6,000,000 for the construction of the administration building.

In accordance to law, an update will be presented to the Board on August 11 and 25, 2015 and a public hearing will be held on September 8, 2015. Additionally, the Finance Oversight and Review Committee (FORC) will review the tentative budget during their meeting on August 17, 2015.

Roll call vote.

Ayes: Spatz, Spurlock, Brisben, Felton, and Datta

Nays: None

Absent: Gates and O’Connor

Motion passed.

3.3.2 APPROVAL OF GYMNASIUM EQUIPMENT

Datta moved, seconded by Brisben, that the Board of Education of Oak Park District 97, award a contract to Gymnasium Masters, LLC, in the amount of \$32,846 for the districtwide repair of rings and ropes as well as installation of new pads in District 97 gymnasiums as recommended by the administration in the memorandum to the Board dated July 7, 2015. Roll call vote.

Ayes: Datta, Brisben, Spatz, Spurlock, and Felton

Nays: None

Absent: Gates and O’Connor

Motion passed.

3.3.3 RESCIND TRANSPORTATION ACTION FOR A TWO-YEAR CONTRACT

Brisben moved, seconded by Spatz, that the Board of Education of Oak Park District 97, rescind its action of June 23, 2015 awarding a two-year contract to (the 2015-16 and 2016-17 school years) to Lakeview Bus Lines/Polar Express for the provision of Regular and In- and Out-of-District special education transportation as detailed in the memorandum to the Superintendent dated July 28, 2015. Roll call vote.

Ayes: Brisben, Spatz, Spurlock, Datta, and Felton

Nays: None

Absent: Gates and O’Connor

Motion passed.

3.3.4 APPROVAL OF TRANSPORTATION THREE-YEAR CONTRACT

Spurlock moved, seconded by Brisben, that the Board of Education of Oak Park District 97, authorize the execution of a contract between Lakeview Bus Lines/Polar Express for the provision of Regular and In- and out-of-District Special Education transportation for the 2015-16 and 2016-17 and 2017-18 school years as outlined in the memorandum to the Superintendent dated June 28, 2015. Roll call vote.

Ayes: Spurlock, Brisben, Felton, Datta, and Spatz

Nays: None

Absent: Gates and O’Connor

Motion passed.

3.3.5

ACCEPTANCE OF MEMORANDUM OF UNDERSTANDING WITH THE OPTA REGARDING NATIONAL BOARD CERTIFICATION EQUIVALENCY

Spatz moved, seconded by Datta, that the Board of Education of Oak Park District 97, accept the Memorandum of Understanding with the Oak Park Teacher’s Association regarding National Board Certification Equivalency. Roll call vote.

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

COMMITTEE / WORK GROUP REPORTS

COMMITTEE /
WORK GROUP
REPORTS

2014 – 2015 PRIORITIES

FINANCIAL STABILTY

This group will need to meet regarding the FYI insert which is due on August 21, 2015 for publication on August 24, 2015. Topics of interest should include the budget, Forecast5, and the referendum comparison data.

CONTRACT IMPLIMENTATION AND MAINTENANCE

It was reported that members Spatz and Datta met with Therese O’Neill, and prior to the August 29m, 2015 retreat, will modify the contract document to include extra categories.

EQUITY AND EXCELLENCE IN STUDENT ACHIEVEMENT

A draft policy is being worked on regarding this topic.

ORGANIZATIONAL STRUCTURE

Member Spurlock shared a draft agenda for the August 29, 2015 Board retreat. It was noted that the morning session will be executive session, focusing on a board self-evaluation and participating in a workshop titled “Starting Right”, led by Barbara Toney from the Illinois State Board of Education. The Board will share a working lunch while discussing the board agenda format. Concern was expressed regarding the need for this portion of the meeting to be open or closed. The afternoon session will be led by Gil Herman and will focus on identifying tentative district/superintendent goals and communication strategies. It was suggested that Herman be invited to the morning session to keep him informed of what is discussed prior to his leading the group.

Member Brisben will share Toney’s documents prior to the meeting, as well as the most current Board protocols. Additionally, he will confirm with Toney as to whether the survey should be completed in advance.

It was noted that Hazard, Young and Attea (HYA) was also considers as facilitators for the afternoon session, but Herman was being recommended because he would be able to lead the group impartially. It was noted that HYA had offered to help the Board with the Superintendent’s Job Description and could be asked if needed.

The Board was asked to share their feedback on the agenda by the end of the week.

Member Brisben shared several documents and led a discussion on the district goals. Dr. Kelley reported that the administrators are currently engaged in this process. She explained that she is accustomed to presenting the goals recommendation to the Board and having them review the plan and determine how they would support it. The Board would discuss how to shape their work to support and monitor the district’s goals. Discussion took place on who should be creating the district’s goals, and it was agreed that part of the process needs to be to figure out what the process will be moving forward, noting that the compensation goals would need to be owned by the Board. Discussion occurred about who should be creating the district goals.

Feedback was requested early next week, with check-in during the next meeting.

STANDING BOARD COMMITTEES

FINANCIAL OVERSIGHT AND REVIEW COMMITTEE (FORC)

FORC will be meeting on August 17, 2015. Additionally, Reggie Wright has been appointed to the committee.

COMMITTEE FOR LEGISLATIVE ACTION, INTERVENTION, AND MONITORING (CLAIM)

CLAIM met last week. Rick Boultinghouse has been selected to be the chairperson of this committee. Boultinghouse has been active on CLAIM for the last year and a half. The committee will announce the date for the legislative forum (sometime in October) in the near future.

FACILITIES ADVISORY COMMITTEE (FAC)

FAC has a tentative meeting scheduled on August 18, 2015.

ADMINISTRATIVE ITEMS

COMMON CORE

Carrie Kamm and Helen Wei came to the table to respond to questions regarding the Common Core report shared in the July 7, 2015 Board packet.

Wei reported that the K-5 resource guides were shared with the ELA teachers and an August Ad Leadership workshop will focus on ELA to support teachers in this work. Additionally, grade level team leader sessions will be offered four times throughout the school year and in August, Wei will be meeting with 6-8 Language Arts Chairpersons.

Kamm reported that the common assessment calendars are being created, noting the need to ground the conversations using performance tasks, rigorous performance tasks, and a formal curriculum process.

It was noted that the work done on the calendars is good, and now that the district knows more about Common Core, the new revisions will make the work easier. The goal is to help the teachers work on their own and not follow a prescribed curriculum.

Wei noted that principals have budgets for teacher professional development and may choose to work with Dr. Carry on an individual school basis.

It was noted that the science curriculum will not be replaced this year, and the FOSS kits are being retrofitted as needed.

It was noted that the common summative assessments will be reviewed to measure success.

RESOLUTION APPOINTING DU PAGE/WEST COOK (DWC) GOVERNING BOARD REPRESENTATIVES

The terms of District 97's representatives to the DuPage/West Cook Governing Board (Michael Padavic as the Representative and Dr. Roberts as the Alternate) expired June 30, 2015. The DWC is requesting that the Board of Education appoint a new Representative and a new Alternate. The district's appointees/representatives must be either the State Approved Director of Special Education or a Superintendent.

This item will return to the Board for action on August 11, 2015, appointing Michael Padavic as the representative and Dr. Carol Kelley as the alternate.

FORKLIFT BID

O'Neill reported that the existing forklift needs to be replaced. Norm Lane is recommending the purchase of a reconditioned forklift at a cost of \$10,000, opposed to a new vehicle at a cost of \$25,000. Lane was able to determine that the amount of usage does not warrant the cost of a new vehicle. O'Neill reported that this item was included in the tentative budget.

It was noted that the Public Works building does not have a forklift. Lane was acknowledged for recognizing the level of usage and being cost efficient.

This item will return to the Board for action on August 11, 2015.

LOCKER BID – BROOKS MIDDLE SCHOOL

O’Neill reported that due to an increase in enrollment, Brooks Middle School is in need of additional student lockers (150-200). She noted that this item was included in the tentative budget.

This item will return to the Board for action on August 11, 2015.

DONATION – IRVING WATER FOUNTAINS

The Irving PTO would like to make a donation of three indoor water fountains and one outdoor water fountain. The three indoor water fountains will include a feature for students and staff to fill up their water bottles. They have chosen to buy the water fountains from Royal Pipe and Supply at a cost of \$5,297.25.

Concern was expressed regarding the outdoor fountain, noting issues at other schools. It was noted that the other schools are being monitored; however, O’Neill will make sure that the others are checked prior to approval.

This item will return to the Board for action on August 11, 2015.

POLICY REVIEW

Jasculca came to the table. The memo detailing the changes made to the policies was referenced. It was noted that Policy 5:120 (Ethics and Conduct) was modified to identify the qualifications for filing a Statement of Economic Interest. Jasculca will verify the qualifications with PRESS prior to the next meeting.

Jasculca reported that all Boards are now required to list the FOIA requests in their Board agendas. It was agreed that the items will appear as general administrative items and a place holder will appear on every Board agenda. Jasculca will provide a very brief summary to the Board, including the name of the requestor.

These items will return to the Board for action on August 11, 2015.

CONCLUDING ITEMS

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ITEMS

SUPERINTENDENT’S REPORT

Dr. Kelley reported that she is deeply immersed in everything Oak Park, and shared the quote; “Helping all children understand the world around them, and the talents within them, so they can become fulfilled individuals and active, compassionate citizens.”

She expressed appreciation for the opportunity to attend the IB conference in Chicago last week.

Dr. Kelley shared a PowerPoint that identified the temporary framework that the administrators are considering. The framework includes;

- Strengthen teacher and school leadership capacity
- Build collaborative expertise
- Engage families and community in the educational process

She reported that Ad Leadership will be meeting on August 4, 2015 and August 11, 2015 where they will use reflective protocol to determine priorities. They will identify up to six priorities for the year, with a goal of having a district work plan, including an evaluation process ready to present to the Board during their August 29, 2015 retreat.

BOARD CONCERNS / ANNOUNCEMENTS

It was reported that Board members are accessing InfoSnap to register their children and find it to be an easy process.

Interest was expressed in understanding what items the Board would be presented with ahead of time, allowing them to share feedback and discuss how items are communicated to the community.

Interest was expressed in hearing more about the IT student record security and MastoryConnect. A protocol or policy was suggested. Additionally, it was suggested that the attorneys be included in this

BOARD CONCERNS / ANNOUNCEMENTS (Continued)

discussion. It was noted that legislation will be passed on this issue at some point and the district will need to be in alignment.

It was noted that the Capex process should be handed over to the new Data Analyst after his start date on August 15, 2015.

BOARD RESPONSE TO PUBLIC COMMENT

None

PREVIEW AGENDAS

The draft agenda for August 11, 2015 was reviewed and modifications were recommended.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, Vice President Felton declared the meeting adjourned at 10:31 p.m.

Board President

Board Secretary