

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting August 11, 2015**

President Gates called the meeting to order at 6:32 p.m.

Present: Spatz, Brisben, Spurlock, Gates, O'Connor, and Felton
Absent: Datta
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 Administrative Services Felicia Starks Turner,
Director of Curriculum and Instruction Helen Wei, and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

Spatz moved, seconded by Felton, that the Board of Education move into Executive Session at 6:32 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, Felton, Brisben, Gates, O'Connor, and Spurlock
Nays: None
Absent: Datta
Motion passed.

OPEN SESSION

Spatz moved, seconded by Datta, that the Board of Education move into Open Session at 6:53 p.m. All members of the Board in attendance were in agreement. The meeting reconvened at 7:00 p.m.

OPEN SESSION

SPECIAL REPORTS

PLAN IT GREEN REPORT

SPECIAL REPORTS

Gary Cuneen came to the table and shared an update on PlanItGreen and several highlights of the initiative, noting that PlanItGreen is a sustainability planning and implementation project that grew out of the Oak Park River Forest Community Foundation's Communityworks initiative, designed to enhance the vibrancy and quality of life of Oak Park and River Forest. PlanItGreen is guided by the Oak Park River Forest Community Foundation's Communityworks Advisory Board and the PlanItGreen Core Team, and is facilitated by non-profit Seven Generations Ahead. The project is the collective work of many community organizations, external partners, residents, businesses, and institutions. The plan supports the interests of leaders in engaging all levels of community to reduce their environmental footprint and advance common sustainability objectives. He reported that the focus of the group is on energy, transportation, education, waste, water, food, community development, green economy, open space and ecosystems, and Cuneen shared a report card that assesses the progress in each category. Funding is currently coming from the Community Foundation and is expected to continue through 2016. At that point, PlanItGreen will need to reevaluate.

Cuneen reported that seminars will be hosted on energy efficiency and water conservation, and he noted that Carrie Kamm, Director of Curriculum and Instruction is the district's liaison to this group. Cuneen expressed interest in Brooks Middle School participating in the composting efforts.

Board comment suggested tying this initiative to IB and the new Illinois Science Standards.

PUBLIC COMMENT

PUBLIC COMMENT

Erika Eckart, an Oak Park resident, expressed concern that her son, who has autism, will not be able to attend the same school as his sister. She expressed concern about exclusion, and reported that a group has been formed called "Oak Park Includes", with a goal of an inclusive District 97. She expressed interest in inclusion and encouraged the Board to consider ways to bring all the children together.

ACTION ITEMS**3.1.1 APPROVAL OF MINUTES FROM THE JULY 28, 2015 BOARD MEETING**

Spatz moved, seconded by Felton, that the Board of Education of Oak Park District 97, approve the revised minutes from the July 28, 2015 Board meeting. Roll call vote.

Ayes: Spatz, Felton, Gates, O'Connor, Brisben, and Spurlock
 Nays: None
 Absent: Datta
 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
- 2.2.2 Personnel Report
- 2.2.3 Acceptance of Donation (Irving Water Fountains)
- 2.2.4 Approval of Resolution Appointing DuPage/West Cook Governing Board Representative

New faculty members were introduced.

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

2.3.1 APPROVAL OF FORKLIFT BID

Felton moved, seconded by Spatz, that the Board of Education of Oak Park District 97, award a contract to Quality Lift Truck in the amount of \$10,080 for a reconditioned forklift as recommended by the Superintendent in her memorandum to the Board dated July 28, 2015. Roll call vote.

Ayes: Felton, Spatz, Gates, O'Connor, and Brisben
 Nays: None
 Absent: Datta, Spurlock (absent at the time of vote)
 Motion passed.

2.3.2 APPROVAL OF LOCKER BID FOR BROOKS MIDDLE SCHOOL

Spurlock moved, seconded by O'Connor, that the Board of Education of Oak Park District 97, award a contract to Lowery McDonnell Company in the amount of \$33,293 for the installation of lockers at Brooks Middle School as outlined in the memorandum to the Superintendent of Schools dated July 28, 2015. Roll call vote.

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

2.3.3 ADOPTION OF POLICIES

Felton moved, seconded by Spatz, that the Board of Education of Oak Park District 97, adopt the following policies:

- Policy 2:250 (Access to District Public Records)
- Policy 3:40 (Superintendent)
- Policy 3:50 (Administrative Personnel Other Than the Superintendent)
- Policy 3:60 (Administrative Responsibility of the Building Principal)
- Policy 4:45 (Insufficient Fund Checks and Debt Recovery)
- Policy 5:40 (Communicable and Chronic Infections Disease)
- Policy 5:120 (Ethics and Conduct)
- Policy 5:180 (Temporary Illness or Temporary Incapacity)

- Policy 5:270 (Employment At-Will, Compensation and Assignment)
- Policy 5:290 (Employment Termination and Suspensions)
- Policy 5:330 (Sick Days, Vacations, Holidays, and Leaves)
- Policy 6:15 (School Accountability)
- Policy 6:40 (Curriculum Development)

It was reported that Policy 5:120 (Ethics and Conduct) does not require members of employee groups responsible for negotiating collective bargaining agreements to file a Statement of Economic Interest, and Policy 2:250 (Access to Public Records) will now require the Board to have a standing agenda item regarding FOIA requests moving forward. The Board was reminded that policy approval can be included in the consent agenda. Roll call vote.

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

Nays: None

Absent: Datta

Motion passed.

2.3.4 APPROVAL OF ADMINISTRATION BUILDING – BID PACKAGE #1

Spatz moved, seconded by Felton, that the Board of Education of Oak Park District 97, award Bid Package #1 for the new administration building as follows: contracts to:

- Build Best Fence Co. (Temporary Fencing) \$ 6,413
- C.J. Erickson (Site Utilities) \$ 179,565
- Quality Excavation (Excavation) \$ 141,800
- Premium Concrete (Concrete) \$ 387,700
- Scott Steel (Structural Steel) \$ 466,159

or, a total of \$1,181,637 as outlined in the memorandum to the Superintendent, dated July 28, 2015. Further, that the Board of Education formally reject the bid of \$5,940 from UCP for concrete barriers and reject the bid of \$14,800 from JSS for surveying and authorize the Construction Management firm of Bulley and Andrews to accept their quotes for this work, thus totaling the overall Bid Package #1 award to \$1,202,377. Roll call vote.

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

Nays: None

Absent: Datta

Motion passed.

2.3.5 APPOINTMENT OF ADMINISTRATOR

Felton moved, seconded by Brisben, that the Board of Education of Oak Park District 97, appoint Emily Fenske as Student Data Administrator for the 2015-2016 contract year, with an annual salary of \$81,200, prorated based upon an August 31, 2015 start date. Roll call vote.

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

Nays: None

Absent: Datta

Motion passed.

COMMITTEE / WORK GROUP REPORTS

2014 – 2015 PRIORITIES

FINANCIAL STABILTY

It was reported that members Spatz and Spurlock will meet with Chris Jasculca and Therese O'Neill before the FYI deadline.

CONTRACT IMPLIMENTATION AND MAINTENANCE

This group will meet once member Datta returns from vacation. Handouts will be shared during the August 25, 2015 Board meeting.

EQUITY AND EXCELLENCE IN STUDENT ACHIEVEMENT

Members Datta, Felton, and Chris Jasculca reviewed the data presented to the Board last April. They will meet again next week and present their findings to the Board on August 25, 2015.

ADMIN BUILDING

It was reported that bid package #2 was opened on Monday and is still being analyzed. It is anticipated that the data will be ready to share with the Board by the end of this week. The data will be reviewed by FAC over the weekend and a recommendation will come to the Board for action on August 25, 2015.

ORGANIZATIONAL STRUCTURE

The latest draft of the August 29, 2015 retreat agenda was shared and reviewed, and handouts for the retreat were discussed. It was noted that Barbara Toney from IASB may want to share a survey in advance.

Members Brisben and Spurlock will meet with Dr. Kelley and Gil Herman prior to the retreat. A special session was suggested for finalizing the goals drafted during the retreat.

It was noted that the Board committee assignments will be completed outside of the retreat. Identification of the dates/times of meetings was requested when completing the Board Committee Assignment document.

STANDING BOARD COMMITTEES

FINANCIAL OVERSIGHT AND REVIEW COMMITTEE (FORC)

This committee will be meeting on August 17, 2015, and will share an update with the Board on August 25, 2015.

STANDING
BOARD
COMMITTEES

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

It was reported that committee member Bandon Bell is resigning from the committee. The committee will review the applications from the recent pool of candidates to find a replacement.

October 7, 2015 at 7 p.m. has been identified as the evening for the Legislative Forum. The event will be held at Julian Middle School. Vice President Felton will ensure that Richard Boykin will be invite.

FACILITIES ADVISORY COMMITTEE (FAC)

O'Neill will try and schedule a formal meeting after the bid package #2 is released.

ADMINISTRATIVE ITEMS

UPDATE ON TURF FIELD STATUS

O'Neill came to the table. She reported that the fencing will be installed around the fields at both middle schools later this week, work should begin shortly after that, and be completed by October 1, 2015. The Park District and Chris Jasculca will work together to coordinate the ribbon cutting ceremony on October 17, 2015.

ADMINISTRATIVE
ITEMS

TENTATIVE 2015-2016 BUDGET

O'Neill reported that the Public Hearing is scheduled for September 8, 2015, and the Board will take action on the budget on September 29, 2015. The tentative budget will be presented to FORC on August 17, 2015. She noted that differences were identified between the PMA projections and her tentative budget. The documents will be reviewed, and she will prepare a memo identifying the changes.

DONATION – IRVING TEACHERS' LOUNGE

O'Neill reported that the Irving School teachers' lounge was converted back into a classroom, so the lounge is being relocated to an existing conference room. The Irving PTO would like to update the Irving School Teacher's Lounge with new carpet, cabinets, furniture and a television. They are working with Consultant Alexis Nielson to design the new space. The donation of \$1,840 will cover the cost of the materials and labor will be donated. This item will return to the Board for action on August 25, 2015.

MASTERYCONNECT CONTRACT REVIEW

Dr. Kelley noted that she shared an update on MasterConnect during her weekly update last Friday. Michael Arensdorff recommended changing the districts process to better ensure student data security when using online aps or programs like MasteryConnect. Administration expressed interest in refining the

MASTERYCONNECT CONTRACT REVIEW (Continued)

districts process so administration could share the updated agreement, and that has occurred. MasteryConnect will have a specific data service agreement. It was noted that this is a three year commitment with an annual fee of \$45,000.

Interest was expressed in knowing if the district has its own data breach plan? This item will return to the Board for discussion on August 25, 2015, with expected action on September 8, 2015.

NOVEMBER 10, 2015 BOARD MEETING CONFLICT

The Board agreed to reschedule the November 10, 2015 meeting to Monday, November 9, 2015 to accommodate the Instrumental Music Concert scheduled on the same date. It was noted that the music department, who holds the event at the high school, was limited by the high schools availability and the conflict could not be avoided.

CONCLUDING ITEMS

SUPERINTENDENT'S REPORT

Dr. Kelley has continued to hold entry interviews, and recently met with the Village Manager, Cara Pavlicek and the Director of the Parks Department, Jan Arnold.

She also had the opportunity to facilitate her first Ad Leadership meetings on August 5, 2015 and August 11, 2015. The group will return tomorrow to continue their work. She noted the highlights of today's meeting as RBT, plans for the new school year, professional learning consortiums and how the district might take advantage of these opportunities. The team will review student growth data, and consider dates to supply follow up training. The new teacher orientation was discussed, as well as institute days and the new OPTA contract highlights.

Dr. Kelley shared a PowerPoint that outlined the administrative team's efforts on goal setting. A recommendation will be shared with member Brisben and Spurlock prior to the Board retreat. The team is also considering the new roles in the OPTA contract and how to address them.

BOARD CONCERNS / ANNOUNCEMENTS

Member O'Connor shared a research opportunity for the Board to consider. He shared examples of what the organization has done for other districts and suggested that participation would allow the district to get more accomplished. After a brief discussion, the Board expressed interest in pursuing more information on this opportunity.

Member O'Connor shared information about the Colorado Succeeds Board Efficacy Tool pilot and asked the Board to consider participating. The Board expressed interest in knowing more about this opportunity. Concern was expressed regarding the time commitment and member O'Connor was asked to confirm with the IASB that the data collection would be truly confidential, as Colorado may have different laws than Illinois. Interest was expressed in seeing what tools IASB might have.

The IASB application for the Board Governance Recognition was submitted. It was reported that out of 800 submissions, the District 97 Board was one of 10 school boards in the state that received this honor two years ago.

Administration was commended for the fine group of new hires. It was noted that talent is the key driver of an organization and also the hardest thing to get right.

It was noted that due to travel plans, member Spatz will either miss or arrive late to the September 8, 2015 Board meeting.

It was reported that ED-RED and IASB are paying attention to what is going on at the state front.

In regards to the public comment this evening, it was noted that "Partners for Inclusive Education" was created a few years ago that supported inclusion in the classrooms.

President Gates acknowledged the Board, especially Vice President Felton for filling in during his absence.

BOARD CONCERNS / ANNOUNCEMENTS (Continued)

The Board was asked to send their suggestions (location, date, how to reach out to the community) to Chris Jasculca and Sheryl Marinier regarding a community wide event to welcome Dr. Kelley.

BOARD RESPONSE TO PUBLIC COMMENT

Dr. Kelley was asked to respond to the public comment.

PREVIEW AGENDAS

The draft agenda for August 25, 2015 was reviewed and modifications were recommended.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, President Gates declared the meeting adjourned at 9:03 p.m.

Board President

Board Secretary