

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting September 8, 2015**

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

Present: Felton, Brisben, Gates, O'Connor, Spurlock, Datta (6:45 p.m.), and Spatz (7:55 p.m.)
Absent: None
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, Data Administrator Emily Fenske, retired Data Administrator Harla
Hutchinson, and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

Felton moved, seconded by O'Connor, that the Board of Education move into Executive Session at 6:30 p.m. to discuss (Purchase or Lease of Real Property 5 ILCS 12/2(c)(5)). Roll call vote.

EXECUTIVE
SESSION

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

OPEN SESSION

OPEN SESSION

O'Connor moved, seconded by Felton, that the Board of Education move into Open Session at 6:57 p.m. All members of the Board were in agreement. The meeting reconvened at 7:00 p.m.

PUBLIC HEARING
- BUDGET

PUBLIC HEARING - BUDGET

Therese O'Neill came to the table. She reported on the history of the budget process and shared that the public hearing is in compliance with the legal process. She reported that the grants have been included into this draft of the budget, noting a slight change to the bottom line. The public was asked to comment and no one expressed interest in doing so.

SPECIAL
REPORTS

SPECIAL REPORTS

5 ESSENTIALS

Felicia Starks Turner, Emily Fenske and Harla Hutchinson came to the table. Starks Turner acknowledged Fenske and Hutchinson for their efforts on this presentation.

Starks Turner noted that this report is based on 20 years of work by the University of Chicago researchers, and consists of five components (Ambitious Instruction, Involved Families, Supportive Environment, Effective Leaders, and Collaborative Teachers). She reported that the plan is to continue the pilot this year, and if successful, to continue during the 2016-2017 school year. Although it is recommended that the survey be administered every other year, the district has decided to administer it yearly. Starks Turner reported that there is currently no plan to survey K-3 students, noting that the questions on the survey are not environmentally appropriate for students of that age.

Hutchinson reported that the spring results were given to the principals at that time. Each school was given a PowerPoint to present to their staff, highlighting the schools strengths and weaknesses.

Fenske reported that the results are strong (top 35 percent of the schools in the state). She reported that, as a district, the results were as follows;

5 ESSENTIALS (Continued)

- Ambitious Instruction – More implementation
- Effective Leaders – Average Implementation
- Collaborative Teachers – Average Implementation
- Involved Families – More Implementation
- Supportive Environment – Less Implementation

Starks Turner reported that the next steps will include updating the principals on the parent results. School improvement teams will utilize question-level data in developing action plans by October 31, 2015. Administration will analyze the teacher, student and parent data in depth by October 1, 2015 to develop and prioritize action items (Goal 1). District and school-level parent results will be analyzed and delivered to the schools by October 1, 2015 (Goal 3). The Teaching and Learning Department will coordinate the review of active classroom programs; examine impact on student learning, frequency of use and costs in order to streamline programming by May, 2015 (Goal 1). The district staff compared SY16 results to the SY15 results to monitor progress over time (Goal 1).

It was noted that the survey changes from one year to another, and that these changes can affect the results.

Board comments included information regarding the ability to add questions to the survey, and a student focus group was suggested. Interest was expressed in knowing if there is a collation between the 5Essentials data and student learning.

PUBLIC COMMENT

None

PUBLIC COMMENT

ACTION ITEMS

ACTION ITEMS

2.1.1 APPROVAL OF MINUTES FROM THE AUGUST 25, 2015 BOARD MEETING

Gates moved, seconded by Brisben, that the Board of Education of Oak Park District 97, approve the minutes from the August 25, 2015 Board meeting. Roll call vote.

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

2.1.2 APPROVAL OF MINUTES FROM THE AUGUST 29, 2015 SPECIAL BOARD MEETING

Datta moved, seconded by O'Connor, that the Board of Education of Oak Park District 97, approve the minutes from the August 29, 2015 Special Board meeting. Roll call vote.

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

2.2 APPROVAL OF THE CONSENT AGENDA

Gates moved, seconded by Brisben, 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 as amended during executive session
- 2.2.3 Approval of Overnight and Out-of-State Field Trips
- 2.2.4 Change the September 29, 2015 and February 9, 2016 meeting dates

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

2.3.1 APPROVAL OF ADMINISTRATION BUILDING SECOND BID PACKAGE

Spurlock moved, seconded by Gates, that the Board of Education of Oak Park District 97, award Bid Package #2 contracts, specific to the Administration Building as outlined in the board packet and reject the five as identified in the board packet, as recommended by our architect, STR Partners, our construction management firm, Bulley and Andrews, and by the Superintendent of Schools as outlined in her memorandum to the Board dated September 8, 2015.

O’Neill reported that the rejected items were still more than the district was willing to spend, so the district will go out to bid again to try and negotiate better pricing.

Roll call vote.

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

Nays: None

Absent: Spatz

Motion passed.

2.3.2 APPROVAL OF FORMAL CONTRACT BETWEEN DISTRICT 97 AND THE CONSTRUCTION MANAGERMENT TEAM

Brisben moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the formal contract document between District 97 and Bulley and Andrews.

It was reported that the Board of Education, at its May 5, 2015 meeting, formally approved the employment of Bulley and Andrews as its Construction Management as well as authorized its legal counsel to prepare the necessary contract document effectuating same. This resolution formalizes the actual contract agreement as prepared by Hodges, Loizzi, Eisenhammer, Roddick and Kohn. Roll call vote.

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

Nays: None

Absent: Spatz

Motion passed.

COMMITTEE / WORK GROUP REPORTS

2014 – 2015 PRIORITIES

EQUITY AND EXCELLENCE

UPDATE ON BOARD SPECIAL RESEARCH PROJECT

Member O’Connor shared an opportunity for the Board to receive free research and analysis support for board-related work. He explained that as a Teach for America (TFA) alumni, he is eligible to receive the support from a Policy Advisor Fellow (PAF). PAF is a part-time, 6-month program that seeks to increase the staff capacity of senior Teach For America alumni in senior public leadership roles or governing bodies that they serve on, by matching them with a more junior TFA corps member or alumni who is interested in pursuing a policy career. Senior leaders or the governing boards they are a member of select a fellow that can provide 10 hours a week of policy support to advance the Board’s policy goals and/or the senior leaders’ policy goals. Fellows’ projects differ based on the need of the senior leader or board but may include research, analysis, and drafting communications.

O’Connor explained that there is no cost to the district and both the organization and the fellow would not be allowed to seek paid work from the district in the future. If the Board agrees to move forward with this opportunity, the fellowship would begin on Monday, October 12, 2015. The Board members in attendance expressed interest in moving forward with this opportunity.

Board comments included caution that the projects do not become burdensome on the staff, and the need to identify potential projects prior to Board action. It was noted that member O’Connor will conduct the interviews, and the Board members were asked to submit their list of project ideas to the Board Secretary.

Member O’Connor shared a similar opportunity for a Policy Advisor Fellow. If the Board chooses to accept the support of a Policy Advisor Fellow, it will need to determine the projects to be completed by this person by October 12, 2015. An assessment of the Board’s performance, with assessments in up to 36 areas that include student outcomes, strategic planning and goals, allocation of Board time and resources and proactive public engagement were suggested. It was noted that the data collected would not be considered confidential.

COMMITTEE /
WORK GROUP
REPORTS

UPDATE ON BOARD SPECIAL RESEARCH PROJECT (Continued)

Member Spatz arrived at 7:55 p.m.

After a brief discussion, the Board agreed to consider this option but requested more information.

ORGANIZATIONAL STRUCTURE

BOARD RETREAT RECAP

Member Brisben reported that he is looking into the community engagement workshop opportunity offered by the IASB. It was suggested that he request references as to the quality of the workshop.

Dr. Kelley reported that each administrator has been assigned to one of the district goals. A project manager has been assigned to each goal and will lead the team moving forward. The next step will be for each team to meet and outline their work and coordinate their meeting dates. This process will be completed prior to the next Ad Leadership meeting scheduled for September 21, 2015.

Dr. Kelley suggested that the Board seek her input when identifying the performance qualifications for each category of her evaluation. She reported that she will reach out to the Board members assigned to each goal team to prepare a draft evaluation scale.

Dr. Kelley reported that the Resource Stewardship team (Goal 4) will be looking at conducting an audit within the next six months, and putting a process in place for identifying how to engage in the strategic thinking work. She anticipates that some of the operational pieces (PERA, student discipline, etc.) will be in place by the spring. It was noted that administration was charged with creating a list within 45 day (mid-October) that identifies the tasks that need to be addressed this school year, and the long-term items should be identified within six months.

It was noted that Harla Hutchinson prepared some data last year that might be helpful when identifying the long-range goals.

BOARD AGENDA FORMAT DISCUSSION

Draft documents were shared (sample agenda, Board meeting reflections, norms relating to reports to the board, and public comments index card). The Board members were asked to submit thoughts on next steps, goals and work team responsibilities to the Board Secretary by Wednesday.

CONSIDERATION OF A THREE HOUR SPECIAL BOARD MEETING TO FOLLOW UP ON PROPOSED BOARD AGENDA CHANGES AND GOAL SETTING

Five available dates in October were shared with the Board for consideration for a special meeting. The draft agenda for goal setting and agenda review will be shared with the Board by September 23, 2015 for review.

RECEPTION PLANS FOR NEW SUPERINTENDENT

Sheryl Marinier reported that the reception has been scheduled for October 5, 2015 at Julian Middle School. Hors d'oeuvres will be served and the Jazz Band has been invited to play during the event. Invitations will be sent out in the near future.

COMMITTEE ASSIGNMENTS

The committee assignments for the 2015-2016 year were shared and reviewed. Outgoing members were asked to pass information on to the new committee members.

STANDING BOARD COMMITTEES

FINANCIAL OVERSIGHT AND REVIEW COMMITTEE (FORC)

The next FORC meeting is scheduled in October.

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

The next meeting is scheduled on September 17, 2015 at 7 p.m. It was reported that this committee is still in need of one more member.

STANDING
BOARD
COMMITTEES

FACILITIES ADVISORY COMMITTEE (FAC)
FAC will be meeting on September 22, 2015 at 7:00 p.m.

ADMINISTRATIVE ITEMS

ADMINISTRATIVE
ITEMS

DONATION – BACKPACK AND SUPPLIES

It was reported that Robert Mastejulia donated a book bag full of school supplies to the district. This item will return for action on September 28, 2015.

CONCLUDING ITEMS

CONCLUDING
ITEMS

SUPERINTENDENT’S REPORT

Dr. Kelley reported that the district had a successful opening day. Additionally, she acknowledged the Teaching and Learning team, all administrators and staff for a successful opening. She reported that the administrators were available at the school on opening day to welcome parents and student. She acknowledged President Gates and Vice President Felton for their wonderful remarks during the staff kick-off event.

Dr. Kelley attended the Whittier and Mann PTO meetings, and has started her listen and learn at Whittier and Beye schools. She reported that the first community session (first of three) will be held in October.

She shared that her family was here over the Labor Day weekend and attended the high school football game.

Dr. Kelley acknowledged President Gates and member Spatz for achieving the rank of IASB Master Board members. She noted that their achievement models the life-long learning that is encouraged by the district.

BOARD CONCERNS / ANNOUNCEMENTS

The staff was acknowledged for the way they dealt with the heat during the first few days of school.

The article in the FYI was acknowledged.

Interest was expressed in seeing more documented discussion on why the district has to accept the administration building overages, suggesting that it would be helpful to have each step documented for prosperity. It was noted that the Board is aware of the overages and committed to fiscal stewardship.

It was reported that iPad usage will be part of the classroom visits this year. The Board will hear more in September about what kinds of data will be monitored for presentation to the Board in the spring.

The Ed-RED executive Board met on September 1, 2015. They discussed that the State budget is still in question.

Member Spatz shared that he is in favor of the bid package and would have voted in favor of it if he were in attendance at the time the vote took place.

It was reported that the application has been submitted for a booth at the Farmers’ Market on October 3, 2015. The event will be held from 7 a.m. – 11 a.m. Additional information will be sent to the Board members in the near future.

BOARD RESPONSE TO PUBLIC COMMENT

None

PREVIEW AGENDAS

The draft agenda for September 28, 2015 was reviews and modifications were suggested.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, President Gates declared the meeting adjourned at 8:58 p.m.

Board President

Board Secretary