

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting December 15, 2015**

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

Present: Brisben, Gates, Spurlock, O'Connor, Felton, Datta, and Spatz
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, and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

Datta 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 or Legal Counsel for the District 5 ILCS 120/2(c)(1), Purchase or Lease of Real Property 5 ILCS 12/2(c)(5)). Roll call vote.

EXECUTIVE SESSION

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

OPEN SESSION

Brisben moved, seconded by O'Connor, that the Board of Education move into Open Session at 6:58 p.m. All members of the Board in attendance were in agreement. The meeting reconvened at 7:03 p.m.

OPEN SESSION

PUBLIC COMMENT

Marcus Croom, an Oak Park resident comments on the Superintendent's 100 Day Report. He celebrated the report noting that Dr. Kelley has provided a superb first 100 Days Report to District 97 and the Oak Park community. He especially appreciated being able to download her full report for free at the district Website. As a father of two Oak Park children, he echoed the celebrations that most Board members expressed during the December 1, 2015 Board meeting, however, he shared that he was angered by the comments of member Spatz whose comments signaled a tepid support to him. He acknowledged Spatz as the embodiment of institutional memory on the current Board, noting that he has played a major role in making the school district what it is. While there is much to be proud of in the district, the voices of Oak Park and District 97 have made it abundantly clear that District 97 needs to change. Croom encouraged the Board to take the current status of the district into consideration when it is time to evaluate Dr. Kelley and urged the Board to make a clear demarcation between her courage to apply the pressure needed to help the district be successful and maintaining the status quo. He suggested that Dr. Kelley's evaluation should help her reflect on, and get better at positively changing District 97; and this evaluation process should reward her as she makes progress, even when it critiques the work of long standing members of the Board.

PUBLIC COMMENT

PUBLIC HEARING – PROPERTY TAX LEVY

Therese O'Neill came to the table and explained the process for the property tax levy. Members of the public were invited to speak on this topic and no one expressed interest in doing so. Action on this item will take place later in this meeting.

PUBLIC HEARING – PROPERTY TAX LEVY

REPORTS

STR, BULLEY AND ANDREWS – ADMINISTRATION BUILDING UPDATE/TIMELINE

Tim Puntillo, Bill Truty and Jennifer Costanzo came to the table with Therese O’Neill.

Truty shared the budget summary to date. He noted that the overall budget has not increased and a small amount of savings has been identified. O’Neill noted that the weather has been an aid to this project, the long-term project timeline was shared, and individual items were highlighted. It was noted that the timeline currently has the technology installation scheduled for Columbus Day with staff moving in shortly after. O’Neill shared that the estimates for high density filing, furniture and AV should be available in mid-January.

It was noted that FAC fully vetted this presentation prior to this evening and the full committee is in consensus that the construction team is doing a great job. The team was asked to return to the Board to share an update every three months, and will return on March 15, 2016 for this purpose.

ACTION ITEMS

2.1.1 APPROVAL OF MINUTES FROM THE DECEMBER 1, 2015 BOARD MEETING

ACTION ITEMS

Spatz moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the minutes from the December 1, 2015 Board meeting. Roll call vote.

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

2.2 APPROVAL OF THE CONSENT AGENDA

Gates moved, seconded by Datta, 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

It was noted that Hodges and Loizzi are still being paid for tasks that were begun before the end of their contract relating to Board governance, FOIA requests, Special Education, etc.

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

2.3.1 ADOPTION OF THE FINAL 2015 LEVY

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the attached Certificate of Levy and associated resolutions providing for adoption of the 2015 levy. Roll call vote.

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

2.3.2 ACCEPTANCE OF MASTERY CONNECT CONTRACT

Gates moved, seconded by O’Connor, that the Board of Education of Oak Park District 97, approve the six-month agreement with MasteryConnect at a cost of \$25,010. Roll call vote.

Dr. Kelley explained that the delay in bringing this agreement to a vote was to ensure that administration had “buy in” from the staff who will be participating in the pilot. She suggested that MasteryConnect might be a vehicle or tool that teachers will want to use with PERA. It was noted that the cost did not increase because the contract was changed from a three-year contract to a six-month agreement.

A discrepancy between the motion and the cover memo was identified. The motion was amended at the table to correct this issue. Carrie Kamm came to the table. She explained that the program will be

reviewed at the end of the pilot. At that time, administration will determine if and/or how long a future agreement will be recommended. A report will be shared with the Board at that time.

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

2.3.3 APPROVAL OF SUPERINTENDENT'S EVALUATION TOOL

Brisben moved, seconded by Spurlock, that the Board of Education of Oak Park District 97, approve the Superintendent's Evaluation Tool for the 2015-2016 school year. Roll call vote.

Member Spurlock, in reference to the public comment, noted that the Board made sure that the data component is about figuring out what data the Board wants to measure and not holding Dr. Kelley accountable at this time.

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

2.3.4 APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH OPTA REGARDING SCHOOL YEAR AND SUMMER ROLE STIPEND PAYMENT

Gates moved, seconded by Spatz, that the Board of Education of Oak Park District 97, accept the Memorandum of Understanding with the Oak Park Teacher's Association regarding school year and summer role stipend payment. Roll call vote.

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

2.3.5 APPROVAL OF HEPHZIBAH AGREEMENT

Spatz moved, seconded by Gates, that the Board of Education of Oak Park District 97, approve the attached 2015-2016 agreement between Hephzibah and Oak Park District 97 as presented at its December 1, 2015 meeting. Roll call vote.

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

SUPERINTENDENT'S UPDATE

2015-2016 DISTRICT GOALS

Dr. Kelley reported progress on the following goals;

Goal #1 – The liaisons for Goal Area 1 met with Dr. Kelley on December 4, 2015 to review the implementation timeline and measures. They also discussed a professional learning opportunity called Analyzing Teaching for Student Results, which is designed to help school and teacher leaders zero in on high-leverage teaching strategies that make a difference to student learning. This is a 42-hour program (with site visits embedded into the training). One of the potential benefits to this program is its alignment with the RBT training the district has conducted for the past three years. On January 21, 2016, Dr. Kelley will be traveling to Lake Zurich School District (with OPTA President Lary Grimaldi and Principal Faith Cole) to observe one of their sessions.

In addition to the liaison meetings, during the Ad Leadership meeting on December 14, 2015, the Ad Leadership team discussed potential items to be included on a survey designed to solicit district staff input (to help further strengthen the school walkthrough process).

SUPERINTENDENT'S
UPDATE

SUPERINTENDENT'S UPDATE (Continued)

Goal #2 – The district's administration team reviewed students' Trimester 1 grades during the Ad Leadership meeting on December 14, 2015.

Goal #3 – On December 4, 2015, a Diverse Stakeholder Group meeting was held to begin the collaborative discussion with the following organizations around this goal area (based upon input from the group, Linda Francis will be invited to the next meeting).

- Hephzibah – Shawn Lane – CEO
- Mental Health Board – Lisa DeVivo – Executive Director
- Township Youth Services – John Williams – Executive Director
- Early Childhood Collaboration – Carolyn Newberry Schwartz – Executive Director
- Oak Park River Forest High School – Janice Hoffman – Assistant Principal for Student Services
- Fellowship Christian Church – Wiley Samuels – Deacon
- District 97 School Administrator – Paula Hughes, Lincoln Elementary Assistant Principal
- District 97 Member at Large – Lynn Allen – Multicultural Center Administrator
- Oak Park Regional Housing Center – Rob Breymaier
- YMCA – Phillip Jimenez

Based upon the reports from Dr. Felicia Starks Turner and Mike Padavic, the participants were highly engaged and enthusiastic about this collaborative goal.

Invitations to our school's RBT parent workshops have been distributed, and to date, the response has been very positive. The first session is scheduled to take place in January.

Goal #4 – In the ongoing effort to efficiently deliver the best resources to our staff and students, the Resource Stewardship Committee has met several times since the last Board meeting. During the Ad Leadership meeting on December 14, 2015, the committee shared a 40-page PowerPoint presentation, which was based upon the completed survey of non-instructional needs. The committee is hoping to present recommendations from this report to the Board in February.

OTHER DISTRICT UPDATES

Dr. Kelley expressed thanks to the public for the warm response to her 100-Day Report, which she shared on December 1, 2015. Now that her priorities for the remainder of the school year have been identified, she wants to especially thank the parents and staff for their understanding for her "laser-like" focus around these areas.

One of the key priorities is an interactive leadership "vision retreat." The purpose of the retreat is to provide invited participants with a visioning experience on what transformed learning looks and feels like for teachers and students. From this experience, participants will be able to articulate a "shared-vision" for transformed teaching and learning.

Using the outcome of the retreat as a guide, the plan is to present topics to the larger community via an online engagement tool called *Let's Talk* and subsequently select strategic priorities for the upcoming school years (2016-2018) based upon the feedback gathered during the engagement process. Dr. Kelley shared an outline of the planning process.

DISTRICT HIGHLIGHTS AND EVERYDAY HEROES

Dr. Kelley recognized the District 97 staff who took part in a charitable giving drive and raised more than \$12,000 for four outstanding organizations that do wonderful work on behalf of the children of Oak Park.

- Collaboration for Early Childhood
- Friends of the Oak Park Public Library
- Oak Park Education Foundation
- PING

She noted that the team from Hatch School had an impressive 100 percent giving participation, followed closely by the administration building/warehouse team with 90.2 percent.

BOARD ASSIGNMENTS**STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP**

Both Board representatives were unable to attend the last FAC meeting, however, it was noted that the FAC committee received the same report from STR that was presented to the Board this evening.

The Next FORC meeting will be held in February. Some members of the committee will be meeting in January to help draft the characteristics for the Chief Financial Officer position. It was noted that Bruce Ulrich is stepping down from the committee during the summer, 2016.

It was reported that CLAIM will be meeting this coming Thursday. Therese O'Neill will be sharing an update on the referendum and school funding. It was reported that Amy Widman and Kimberly Yarbrough will be filling the two openings on the committee.

INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP

IGOV met on December 10, 2015. During that meeting they discussed the January 23, 2016 IGOV assembly. IGOV has created a budget which was shared during the December 10, 2015 meeting and President Gates asked the District 97 Board to support the budget proposal. He explained that because the district is the largest group, they were asked to solicit for a secretary for the IGOV meetings. The position was posted and Lou Anne Johannesson was selected to fill that position. Additionally, IGOV asked that District 97 perform the tasks of fiscal agent. This would require bill paying and submission of invoices to the other agencies twice a year. President Gates asked Therese O'Neill to consider how that would occur and to report back to member Spatz and himself. An invitation was extended to everyone to attend the assembly on January 23, 2016 where a discussion will be held on the financial positions of the governing bodies; a presentation on the Village debt, and a report on demographic trends in the village over the last 40 years will be shared.

COG

President Gates reported that the council discussed the new pool and other positive things that are happening in the Village.

CITIZEN'S COUNCIL

The Citizen's Council met last week, an update will be sent to the Board in the near future.

BOARD INTERN UPDATE

Kelsey Conner, the Board intern came to the table and reported on the implementation of successful community engagement. She noted her key findings for success in this area as;

- A strong mission and vision for the end-goal of the engagement strategy is essential
 - Who do we want to engage?
 - School versus district level
 - Strategies outside of structures that may not promote inclusivity
- Form the foundations of a relationship first
- Engage community members where they live – within their own neighborhood
- Create a feedback loop on success of engagement strategies
- Be visible

She reported that the districts she interviewed are willing to partner with anything we might need. She noted that the districts expressed less concern about mission and placed more emphasis on “who they are engaging”.

Conner shared her definition of community engagement as – “Community Engagement refers to the creation of processes or structures involving collaborative practices between groups seeking a shared vision. The word “engagement” was self-defined by each district individually and tailored to the needs of the individual district. Some districts adopted a more structured definition of engagement practices, while others viewed engagement as an ongoing conversation centered around fundamental relationship building and inclusion within the community. Districts adopting structured definitions often built engagement structures geared toward including a targeted population, while districts adopting a relationship-based approach created a variety of engagement opportunities stemming from community conversations.”

Conner explained that often times it is easier to put engagement models in place when there is a need. She suggested that District 97 is high performing and may not necessarily have the need. She offered to pull solid numbers to review, and amend the document. She noted that only successful strategies were highlighted in her report.

Board comments included concern that the Board's request was too broad. It was suggested that the Board be asked to identify what they mean by engagement and identify their first target. It was suggested that the Board consider the expense (time and money) that the other districts might have invested and consider if the other districts had staff assigned as an ombudsman. Interest was expressed in knowing how much time and money the schools spend in the early years to build these relationships? It was suggested that the IASB Code of Conduct that identifies Board community engagement be sent to the Board members. Interest was expressed in knowing what the main mission of each of the participating districts is and if any of the missions should be considered by District 97. Interest was expressed in scheduling of events to avoid conflicts.

Conner suggested that the next step she would recommend would be to focus on intentionality, and to consider what sizable action steps the Board may want to take in the near future.

FUTURE PROJECTS FOR INTERN

Dr. Kelley expressed interest in knowing how school district policies support learning especially in the area of mathematics in school districts that ensure that all students have equitable access to a quality education. How are they wording their policies to make sure that practices are in place where students are getting equal opportunities?

Interest was expressed in seeing data on tracking and grouping students in GTD in second grade.

The book *Algebra Project* by Bob Moses was recommended. It was noted that the University of Illinois in Chicago is tracking this and Madelia Lopez is doing the study.

ADMINISTRATIVE ITEMS POLICY REVIEW

ADMINISTRATIVE
ITEMS

Chris Jасulca came to the table. He recommended the following policy revisions.

Policy 2:150 (Committees)
Policy 2:200 (Types of School Board Meetings)
Policy 2:240 (Board Policy Development)
Policy 4:170 (Safety)
Policy 5:90 (Abused and Neglected Child Reporting)
Policy 5:100 (Staff Development Program)
Policy 6:15 (School Accountability)
Policy 6:160 (English Language Learners)
Policy 6:270 (Guidance and Counseling Program)
Policy 6:315 (High School Credit for Students in Grade 7 or 8)
Policy 6:320 (High School Credit for Proficiency)
Policy 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)
Policy 7:130 (Student Rights and Responsibilities)
Policy 7:140 (Search and Seizure)
Policy 7:290 (Suicide and Depression Awareness and Prevention)
Policy 7:300 (Extracurricular Athletics)
Policy 7:305 (Student Athlete Concussions and Head Injuries)
Policy 7:340 (Student Records)
Policy 8:30 (Visitors to and Conduct on School Property)

Member Spatz asked about Policy 2:150 (committees), questioning if some of the committees are in fact Board committees. Jасulca will reach out to legal for guidance. It was noted that the Behavioral Intervention committee can be handled by the Parent Teacher Advisory committee; therefore, the two committees will be combined and reformed at the beginning of the year. It was suggested that the merger be made explicit and a record of the action should be maintained.

POLICY REVIEW (Continued)

Jasculca reported that the policy review team presented the Board with a summary of the results of the quarterly review. As a part of the review, they identified several policies that they thought might need to be updated based on changes in the law, district operations or standard best practices, as well as policies that they thought should be spot checked for enforcement, and supplied a written update on the status of these polices. The committee reviewed the following nine polices:

- 1:30 (School District Philosophy)
- 2:20 (Powers and Duties of the Board of Education)
- 2:30 (School District Elections)
- 2:40 (Board Member Qualifications)
- 2:50 (Board Member Term of Office)
- 2:125 (Board Member Expenses)
- 2:150 (Committees)
- 2:200 (Types of Board of Education Meetings)
- 2:220 (Board of Education Meeting Procedure)

Of these policies, the committee determined that four policies (2:20, 2:125, 2:150 and 2:220) required additional follow up/research.

These items will return to the Board for action on January 12, 2016.

BID PACKAGE 4 REVIEW

Therese O'Neill came to the table. She reported that there was an error in the memo in the Board packet. She noted that the structured cabling needs were publicized and seven bids were received, however the memo noted the range from \$49,400 to \$86,898, when it should have read \$49,400 to \$95,381. Because of the range of bids, O'Neill wanted to make sure that the low bidder was a viable bidder. She reported that Bill Truty, the construction manager thought that it was competitive. O'Neill reported that the bid has been vetted and she is confident that this is a good bid to accept. It was reported that this bid packages has not been shared with FAC, and it was noted that this bid package came in about \$47,000 below the budgeted amount.

This item will return to the Board for action on January 12, 2016.

CONCLUDING ITEMS

BOARD REMARKS

Member Brisben expressed appreciation for the Superintendent's Book Club which he attended.

It was noted that the report on Staff and Student Data is an information only report in the Board packet. Member Brisben expressed interest in the past reports on recruitment of minority teachers and suggested that if the Board is interested, they could run it through the Parking Lot flowchart for consideration. Discussion included the difference in the fact that hiring minority teachers is an area the district needs to improve in and not that it is difficult to do. It was noted that Goal Area 4 includes an HR review on recruitment and retention, and it was suggested that this topic be added to the Parking Lot and Goal area 4 for review.

Interest was expressed in seeing the best practice data on the hiring of non-white and Nation Board Certified teachers from current year to about 10 years back. Interest was also express in seeing the district work more closely with education preparation programs that are providing the best and most diverse teachers in our district. As it seems that many of the new hires were student teachers in the district, interest was expressed in having the district consider partnering with education programs that are effective and are producing high quality minority teachers.

Interest was expressed in hearing about how our summer programs are in sync with the enrichment summer programs run through the Oak Park Education Foundation.

Interest was expressed in asking District 65 to share their findings from the recent FOIA request. Dr. Kelley acknowledged the request and agreed to update the Board at a later date.

Interest was expressed in the student/teacher data over the years.

BOARD REMARKS (Continued)

Interest was expressed in hearing about the fraction of our parents who engage with the district via email and digital backpack. It was suggested that it would be helpful to know who the missing piece is. Some parallel activities to fill any void were suggested. Additionally, the need to define what the Board means by engagement was expressed, as is the need for baseline data.

BOARD RESPONSE TO PUBLIC COMMENT

None

AGENDA MAINTENANCE

Preview Agenda for future Board meeting

The draft agenda for the January 12, 2016 Board meeting was reviewed and modifications were recommended.

Long-term Calendar

January 26, 2016 – Community engagement discussion (what engagement means – 30 minutes)

January 30, 2016 – possible date for Vision Retreat (9 am – 1 pm)

Additional meeting - Community Engagement (2 hours)

Committee for Referendum (members Spatz and Brisben)

The Board members discussed holding a special meeting on the same day as the Vision Retreat and agreed that a separate date in February would be advisable. A Doodle will be sent out to gauge the Board members' availability.

Parking Lot – New Items

Internet access – get preliminary data (Member Datta will communicate with Dr. Kelley to determine the need).

Summer offerings – The following question was asked: - Are the schedules for the Oak Park Education Foundation offerings considered when the district schedules Prep for Success? Interest was expressed in knowing if the scheduling of the programs allow children to participate in both programs. After discussion, it was agreed that this item does not qualify for the Parking lot, as administration will give this topic consideration and include a response in the Summer Report scheduled in February, 2016.

Long Term Planning

Recruitment/student teaching/staffing issues (could be included in the January HR update). Administration and Goal Area 4 will review.

BOARD MEETING ASSESSMENT

The summary of the survey conducted after the November 9, 2015 meeting was shared. The next survey will be conducted after the January 12, 2016 Board meeting.

ADJOURNMENT

There being no further business to conduct, President Gates declared the meeting adjourned at 9:40 p.m.

ADJOURNMENT

Board President

Board Secretary