

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting May 13, 2014**

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

Present: Spatz, Gates, Sacks, Felton, O'Connor (6:33 pm), Brisben and Traczyk
Absent: None
Also Present: Superintendent Dr. Al Roberts, Assistant Superintendent for Finance and Operations Therese O'Neill, Director of Policy, Planning and Communications Chris Jasculca, Director of Special Education Mike Padavic, Director of HR Steve Cummins and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

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Sacks moved, seconded by Felton, that the Board of Education move into executive session at 6:30 p.m. to discuss (Student Discipline, 5 ILCS 120/2(c)(9), Collective Negotiations 5 ILCS 120/2(c)(2), Purchase or Lease of Real Property, Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5 ILCS 120/2(c)(1)). Roll call vote.

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

OPEN SESSION

OPEN SESSION

Gates moved, seconded by O'Connor, that the Board of Education move into open session at 6:57 p.m. All members of the Board were in agreement.

The meeting was reconvened at 7:00 p.m.

SPECIAL REPORTS

SPECIAL REPORTS

TECHNOLOGY UPDATE

Interim Director of Technology, Michael Arendsdorff came to the table. He reported that the goals of the technology department are to successfully implement the 1:1 initiative which enhances student achievement; provide supported and equitable opportunities for student learning with the use of technology, provide consistent and ongoing professional development, and continual improvement through consistent and varying types of evaluation. Arendsdorff explained that the technology vision is to create the classroom of the future that is interactive, versatile and supported. He explained that the 4 C's: creativity, communication, collaboration and critical thinking are taken into consideration within all aspects of the technology department.

Arendsdorff explained that 319 NEC projectors will be purchased to help with consistency and functionality. They will be installed in all learning spaces, ensuring seamless interactivity, with secured wires and hazard free connections. He noted that this plan will include an advanced replacement program to ensure limited downtime.

Arendsdorff explained that the iLearn initiative will be student driven, encouraging student and teacher engagement. He shared feedback from teachers currently in the program, noting their enthusiasm and support for the program. He noted that plans for future professional development will include a focus on building consistent, and ongoing professional development opportunities for staff.

TECHNOLOGY UPDATE (Continued)

Year 2 of the iLearn initiative will address fourth and fifth grades by supplying them with devices that have already been purchased. The third, sixth, seventh and eighth grades will receive iPads Minis that were approved by the Board as part of the original iLearn plan.

The Kindergarten – second grade enhancement will include 380 iPad Minis to be distributed based on enrollment. This will allow for consistent access with versatility to bring together 76 tubs of devices to accommodate entire classrooms. Arendsdoeff explained that \$400,000 will be saved by moving from 32 gigabyte devices to those with only 16 gigabytes.

It was noted that PARCC and MAP testing cannot be done on the Minis. Therefore, 370 Chromebooks with 14 carts will be used as supplemental devices for classroom use as needed. The supplemental devices will provide additional access for all students, serve varying needs for all grade levels (more access, keyboarding, testing, etc.), and provide opportunities for students to learn and work with varying operating systems.

Arendsdoeff explained that future technology plans include device refresh, a streamline asset management program, increased focus on interactive classrooms, enhancements to the current infrastructure, including bandwidth updating, and further development of the plan itself.

Arendsdoeff addressed concerns about the safety of the devices. He noted that only a few were reported lost during the year, and with the help of the tracking software, were all recovered. Only one device needed repair, and one was lost in a recent home fire.

O'Neill explained that unused 2013-14 funds will be used to purchase these devices. Additionally, 2014-15 technology funds, and referendum technology vision funds will be used.

It was noted that some of the items will be approved this evening.

Board comments included concern about safety of the devices, and interest in what devices the high school is using. Interest was expressed in the role of the Data Coaches, and how that might change through time. The need for continual evaluation of the program was expressed, with a focus on achievement, and general satisfaction. The need for a detailed plan on how the devices will be used during periods of testing was expressed.

SIXTH GRADE HUMANITIES – E-TEXT BOOKS

Lisa Schwartz came to the table with middle school Humanities staff members Jeff Missan and Katie Dean. They explained that the textbook adoption was a three year process to ensure that the ELA Social Studies Strand of the common core, and the recent College, Career and Civic life (C3) framework was addressed in the text and supplementary materials.

Missan explained that the goal of the C3 framework is to assist with developing guiding questions, and planning the inquiry process (argument based – offering secondary and primary sources of evidence), applying disciplinary concepts in economics, history, civics, and geography, problem solving, understanding perspectives/interpretations, change and continuity, and real world applications. Additionally, the framework focuses on evaluating sources, using evidence, communicating conclusions, taking action, and active citizenship.

Dean shared the current text and the hard copy of the E-text that is being recommended. She noted that each chapter includes: essential questions, primary source documents and activities, core concepts in a separate reference guide, hands on activities and simulations, and assessments tools.

SIXTH GRADE HUMANITIES – E-TEXT BOOKS (Continued)

It was noted that the Multimedia resources include interactive timelines and maps, simulations, podcasts, assessments, videos built into each chapter, visual glossary and digital note taking. Writing activities are built into each chapter; a writing journal that provides various writing prompts, essential questions that can be used for developing arguments, and opportunities for primary and secondary document analysis and written response.

Additionally, the E-text provides instructional resources for special needs, English language learners, challenge, and reteaching. It can read aloud to students when prompted, and there are extension activities to meet the various learning modalities. A demonstration of the E-text was shared.

Schwartz reported that the lease is for six years; however, the district is in the processes of negotiating the length. It was noted that the lease includes automatic software revisions and upgrades. Additionally, she noted that students will have the ability to download materials, so information will be accessible at home without the use of the Internet. Schwartz noted that the cost of the E-text is comparable to that of the book version, and some hard copy versions will be supplied as part of the lease.

PUBLIC COMMENT

None

PUBLIC COMMENT

ACTION ITEMS

ACTION ITEMS

2.4.2 Approval of Minutes from the April 29, 2014 meeting

Traczyk, moved, seconded by Gates, that the Board of Education, District 97, approve the minutes from the April 29, 2014 Board meeting.

Ayes: Traczyk, Gates, Sacks, Felton, O’Connor, Spatz, and Brisben
Nays: None
Motion passed

2.2 Approval of Consent Agenda

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, approve the consent agenda as presented to the Board.

- 2.2.1 Bill List
- 2.2.2 Personnel Action
- 2.2.3 Approval of Revised 2013-14 School Calendar
- 2.2.4 Approval of Board Meeting Calendar for the 2014-15 School Year
- 2.2.5 Approval of Mann Overnight Field Trip – Odyssey of the Mind World Competition

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

2.3.1 Approval of Technology Purchases (Projector Initiative, iLearn – First and Second grades, Chromebooks – district wide)

Gates moved, seconded by Felton, that the Board of Education, District 97, approve the use of the 2013-14 unspent Education Fund dollars to support the Projector initiative in the amount of \$305,202, the first and second grade iLearn initiative in the amount of \$136,495, and the use of the Capital Projects Technology budget for the Chromebook initiative in the amount of \$140,000 as outlined in the memorandum to the superintendent dated May 13, 2014.

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

2.3.2 Acceptance of the Medical, Dental and Life Insurance Rates

Traczyk, moved, seconded by Gates, that the Board of Education, District 97, approve the 2014-15 benefit renewal recommendation where the Medical insurance will increase by 6 percent, dental insurance will decrease by 12 percent; vision insurance will decrease by approximately 9 percent, and life insurance by approximately 27 percent.

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

2.3.3 Action on Student Discipline - 20140428

Sacks, moved, seconded by O'Connor, that the Board of Education, District 97, rescind the suspension of student 20140428.

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

COMMITTEE / WORK GROUP REPORTS

COMMITTEE /
WORK GROUP
REPORTS

ADMINISTRATIVE UPDATE

STAFFING CONSIDERATIONS FOR THE 2014-15 SCHOOL YEAR

Steve Cummins came to the table. He shared a presentation noting a potential change in student enrollment of 1.2 percent and the number of teachers increasing by 1.9 percent. He explained that the need for additional teachers is due to the district's efforts to maintain smaller class sizes, and the need to reorganize the middle school teams to better support the IB initiative.

Cummins reported that the middle schools currently have a mixture of four and five teacher teams. The recommendation is to have as many four teacher teams as possible. He noted that IB requires students to take a second foreign language, and design. In order to accomplish this goal, the middle schools will no longer offer guitar, piano and family and home services. He assured the Board that teachers in these areas will be reassigned according to their certification. The Board expressed support for the four person team model.

Additionally, Cummins noted that Longfellow and Beye Schools have space issues and will need to have some class sizes over the optimal size. It was noted that the Board retreat will need to address capacity needs.

President Spatz requested a monthly update on the Kindergarten registration numbers as they are currently higher than usual for this stage of the process.

CUSTODIAL SUPPLY BID

Therese O'Neill came to the table. She reported that the custodial supply bid approval is brought to the Board on an annual basis. She reminded the Board that since the 2010-11 school year, the maintenance team has been itemizing the bid process to ensure that the district is receiving the lowest cost on all materials. This process has seen a drop in the supply costs for the past few years. O'Neill reported that this year, the district saw a savings of approximately \$4,668. This item will return to the Board for action on May 27, 2014.

ASBESTOS ABATEMENT

O'Neill explained that due to the elevator work at Whittier and the temperature control projects throughout the district, the asbestos work will be more extensive this year than in the past few years. She reported that the recommended company, Kinsale Contracting Group, has done work for the district in the past. Therefore, it is recommended that the Board award this contract to Kinsale Contracting Group in the total amount of \$154,740. This item will return to the Board for action on May 27, 2014.

HUMAN RESOURCES / FINANCIAL SOFTWARE

O'Neill reported that commencing with the fall of 2013, the Director of Human Resources and she recognized the on-going need to minimize the amount of paper production for staff hiring, attendance, and payroll functions ensuring more timely and accurate processing, as well as integration of same and better efficiencies. Additionally, the AS/400, which is currently performing this task, is getting harder to maintain. She noted that Steve Cummins and Dr. Roberts have prior experience with the CIMS upgraded version named ALIO, thus the Human Resources and Business Office teams gave the product consideration.

O'Neill explained that the cost of the conversion will be \$202,749 with an additional \$14,066 for two additional servers, for a total of \$216,815. She recommended using \$127,607 unspent dollars from the 2013-14 budget and building in the remaining balance of \$104,208 into the 2014-15 budget.

Additionally, O'Neill reminded the Board that several HR and BO staff members will be retiring in the next few years; therefore, the need to convert, and ensure that the system is running accurately before that time is important. This item will return to the Board for approval on May 27, 2014.

Cummins noted that electronic evaluation solutions will also be considered as ALIO will not score applicants, although it does have the capability to communicate with the Applitrack software.

POLICY REVIEW UPDATE

- Policy 2:30 – School District Elections
- Policy 2:110 – Qualifications, Term, and Duties of Board Officers
- Policy 4:30 – Revenue and Investments
- Policy 4:120 – Food Services
- Policy 5:10 – Equal Employment Opportunity and Minority Recruitment
- Policy 5:30 – Hiring Process and Criteria
- Policy 5:35 – Compliance with the Fair Labor Standards Act
- Policy 5:125 – Personal Technology and Social Media; Usage and Conduct
- Policy 5:180 – Temporary Illness and Temporary Incapacity
- Policy 5:190 – Teacher Qualifications
- Policy 5:240 – Suspension
- Policy 7:70 – Attendance and Truancy
- Policy 7:140 – Search and Seizure
- Policy 7:180 – Preventing Bullying, Intimidation, and Harassment
- Policy 7:190 – Student Discipline
- Policy 8:30 – Visitors to and Conduct on School Property

Chris Jасulca came to the table. He reported that several policies required modifications due to changes in state law or had recommended changes from PRESS. He reported on each policy individually, and recommended that the Board move forward with all of them, with the exception of 7:180, 7:190, and 8:30. Jасulca noted that policies 7:180, 7:190 and 8:30 are district specific

POLICY REVIEW UPDATE (Continued)

and need further discussion and review. Policies 2:30 – 7:140 will return to the Board for action on May 27, 2014.

FACILITIES UPDATE (FAC)

None

FINANCIAL UPDATE (FORC)

It was reported that this committee held a meeting, but did not have a quorum. Tentative work on the amendment to the policy on the use of DSEB was done.

It was noted that FORC is still in need of two more members. Because of this, the committee has not had a quorum in four months. Personal outreach to fill these positions was encouraged.

Additionally, it was reported that the Cap-Ex review will become a standing item on future FORC agendas.

LEGISLATIVE COMMITTEE UPDATE (C.L.A.I.M.)

It was reported that this committee will be meeting on May 15, 2014. Currently, the committee is reviewing the school funding and data sharing bills. The school funding bill was discussed. It was reported that Ann Warden submitted a statement of opposition to IASB regarding the data sharing bill.

SUPERINTENDENT EVALUATION UPDATE

Board members were reminded that they will be asked to complete the superintendent evaluation process between June 2, 2014 and June 4, 2014. Dr. Roberts will submit information to the Board for consideration prior to that time. The Board will need time during the June 10, 2014 executive session for review, with June 24, 2014 identified as completion of the process. It was agreed that the Board comments will be compiled and pre-drafted by Vice President Gates and Member O'Connor between June 4, 2014 and June 10, 2014.

MADISON STREET PROPERTIES UPDATE

None

CAPITAL EXPENDITURE PLAN UPDATE

It was noted that the Cap-Ex detail sheets for the items discussed this evening were included in the Board packet. Additionally, it was noted that all of the items discussed this evening were ranked above 60 points.

AD HOC DASHBOARD/BENCHMARK COMMITTEE UPDATE

It was reported that this committee is scheduled to meet on May 22, 2014. It was suggested that this committee would benefit by a deadline. The Board agreed to request that the committee share an estimated completion date for a baseline dashboard by the beginning of the 2014-15 school year.

BOARD SELF-EVALUATION UPDATE / GOALS TIMELINE

The draft agenda for the Board retreat was reviewed. It was noted that there are five agenda items scheduled for the afternoon session that need leadership. An email will be sent to the Board members for this purpose.

BOARD COMMITTEE ASSIGNMENTS FOR THE 2014-15 SCHOOL YEAR

Board committee assignments for the 2014-15 school year will be discussed during the retreat.

COUNCIL OF GOVERNMENTS UPDATE - YOUTH TOWNSHIP INTERVENTIONIST CONTRACT

President Spatz reported that it is time to renew the Youth Interventionist Intergovernmental Agreement. This item will return to the Board for action on May 27, 2014. The Board discussed the possibility of extending this from a two year to a four year agreement. The Board expressed interest in a longer cycle that aligns with the election cycle.

COLLABORATION GOVERING BOARD UPDATE

It was reported that this group met last week. Member Felton noted the remarkable ability that Chapen Hall has for accessing and manipulating data. It was reported that this group reorganizes on an annual basis, and that Amy Felton volunteered to be the president, and Sheryl Marinier volunteered to be the secretary.

It was reported that this group is reaching out to Senator Harmon regarding concerns expressed about the data sharing bill.

CONCLUDING ITEMS

CONCLUDING
ITEMS

SUPERINTENDENT'S REPORT

On May 27, 2014, Dr. Roberts will submit the names of Keshia Warner and Faith Cole for approval for the two principal openings within the district. He noted that their school assignments will be determined at a later time. He commended the parent/staff committee and the administrators for their fine work in this process.

Dr. Roberts reported that teacher evaluations have been completed in eight schools. Beye School has one teacher outstanding due to family matters, and Mann School still has several evaluations outstanding.

BOARD CONCERNS / ANNOUNCEMENTS

A resolution of the Madison Street TIF by June 30, 2014 was requested by Vice President Gates.

Member Brisben will be attending the Longfellow PTO meeting tomorrow evening where they will be discussing the temperature control plans. He will also attend the Julian concert.

Member O'Connor shared a book from the Consortium on Chicago School Research. He noted that the document was originally presented to the Consortium by a former Oak Park student. It was suggested that this person be invited to speak to the Board.

It was noted that the performance of SHREK was awesome!

It was reported that ED-RED hosted a presentation about Internet in the homes. During that presentation it was reported that Comcast and Netgear offer free or reduced Wi-Fi to families who receive free and reduced lunch.

Due to the sexting concerns in other districts; such as Barrington and Batavia, concern was expressed about inconsistencies in how phones are used in the schools.

BOARD RESPONSE TO PUBLIC COMMENT

None

PREVIEW DRAFT AGENDA FOR THE MAY 27, 2014 BOARD MEETING

The draft agenda was reviewed.

BOARD 2013-14 TIMELINE

The Board timeline was reviewed.

EXECUTIVE SESSION

Traczyk moved, seconded by O’Connor, that the Board of Education move into executive session at 9:59 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees, 5 ILCS 120/2(c)(1), Purchase or Lease of Real Property, 5 ILCS 120/2(c)(5), Collective Negotiations, 5 ILCS 120/2(c)(2))

Ayes: Traczyk, O’Connor, Gate, Felton, Sacks, Brisben, and Spatz
Nays: None
Absent: None
Motion passed.

OPEN SESSION

Sacks moved, seconded by Felton, that the Board of Education move into open session at 11:39 p.m. All members of the Board were in agreement.

ADJOURNMENT

There being no further business to conduct, President Spatz declared the meeting adjourned at 11:39 p.m.

The next regularly scheduled meeting of the Board will be held on Tuesday, May 27, 2014 beginning at 7 p.m. at the Administration building located at 970 Madison Street, Oak Park, Illinois.

Board President

Board Secretary