

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting October 21, 2014**

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

Present: Spatz, Felton, Sacks Gates, O'Connor, Traczyk, and Brisben
Absent: None
Also Present: Superintendent Dr. Al Roberts, Assistant Superintendent for Finance and Operations Therese O'Neill, Senior Director of Policy, Planning and Communications Chris Jасulca, Senior Director of HR Steve Cummins, Senior Director of Administrative Services Felicia Starks Turner, Directors of Curriculum and Instruction Carrie Kamm and Helen Wei, Senior Director of Special Services Michael Padavic (9:22 p.m.), and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

EXECUTIVE SESSION

Sacks moved, seconded by Felton, that the Board of Education move into executive session at 6:30 p.m. to discuss (Purchase or Lease of Real Property 5 ILCS 120/2(c)(5), 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.

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

OPEN SESSION

OPEN SESSION

Sacks moved, seconded by Traczyk, that the Board of Education move into open session at 6:55 p.m. All members of the Board were in agreement. The meeting was reconvened at 7:02 p.m.

PUBLIC HEARING – CONCERNING THE INTENT OF THE BOARD OF EDUCATION TO SELL WORKING CASH FUND BONDS

PUBLIC HEARING

Therese O'Neill came to the table. She updated the Board on the history of the bond sale process. It was reported that the Board agreed to borrow \$3,600,000. Members of the audience were invited to speak and no one expressed interest in doing so.

SPECIAL REPORTS

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AD-HOC DASHBOARD/BENCHMARK COMMITTEE

Rupa Datta, chairperson of the Ad-Hoc Dashboard/Benchmark Committee came to the table and shared the District 97 draft profile domains proposed by the year-long work of the committee. She noted that the domain map reflects the priorities of the district, which include; social emotional outcomes, academic progress measured through grades, course-taking and other non-assessment-based curriculum, and family/community as partners. She reported that the Illinois State Report Card has been improved and all school districts will be focusing on the measures identified in that report. Because the State Report Card is so strong, the committee recommended focusing on other areas, such as, documenting within-district patterns, comparing the district results against external benchmarks, anticipating trends, identifying model practices or areas for improvement, supporting continuous improvement within district and schools, and providing information about major initiatives.

AD-HOC DASHBOARD/BENCHMARK COMMITTEE (Continued)

A district profile with a framework and timeline was recommended. The committee also recommended that the profile consist of valuable, understandable and actionable information, and that it should not be unduly burdensome in terms of money, resources, or take time from teaching and learning. The profile should be research-based and related to district performance. The information should relate to a student outcome, staffing or something important to the district. Additionally, the profile should align with the priorities of the Board and allow the district to make comparisons with other districts, and should allow for the ability to disaggregate without violating student privacy laws.

Datta suggested that the first phase should focus on the conditions for learning and social emotional outcomes, phase two on student performance on key assessments and identify “who we are” mainly useful to understand subgroup data. Phase three would focus on pre-and post-D97 and phase four, on family, community, finance and policy environment. Ongoing maintenance would be necessary because the profile cannot be static, and will need to be enhanced.

It was noted that the Data Equity Resolution prepared by the CLAIM committee would have an impact on the profile. President Spatz reminded the Board that this committee was identified as ad-hoc and the Board will now need to decide upon the direction that administration and the Board should take moving forward. Dr. Roberts reported that Helen Wei, Carrie Kamm and Felicia Starks Turner will begin meeting with others to begin the dialog. Datta shared that it would take only a couple hours for the administration to create the framework. She noted that, that alone, would be a huge first step.

Board comments and concerns included interest in getting social emotional measures from the SAY (Success for all Youth) group. Concern was expressed about possibly losing momentum, and interest was shared in determining which group will take ownership of this task.

President Spatz reported that five highly educated community members made up this committee. He reported that the Board agreed to direct Dr. Roberts to meet with his team and review the next steps. He suggested that administration report back in no more than two months. Additionally, he reported that this committee is resolved until new direction is needed.

Chris Jasculca reported that the District 97 Webpage links the district’s school report card and the State’s Report Card.

TECHNOLOGY UPDATE

It was noted that the technology update was shared in the last Board packet. Michael Arensdorff came to the table to answer questions that the Board had regarding that report.

Arensdorff reported that the SAMR (substitute, adaptation, modification and redefinition) model was used for the student and staff survey, which consisted of detailed questions. He noted that he is working with Carrie Kamm and staff members to identify the keyboarding needs of the students, establish a baseline, and identify an appropriate consistent curriculum. He reported that the topic of keyboarding curriculum was the major topic of discussion at the last Ad Leadership meeting, and noted that this topic will be discussed in detail at the next administrative meeting scheduled for November 3, 2014. Arensdorff reported that MacBook Airs, Chromebooks and iPads with wired keyboards will be used for the keyboarding process.

Arensdorff explained the policy that addresses accidental damage to the devices and reported that the servers were moved from the Brooks Middle School to the administration building in an effort to speed up processing and minimize down time.

TECHNOLOGY UPDATE (Continued)

Dr. Roberts noted that he will include a draft PowerPoint created by Carries Kamm in his weekly report to the Board.

Interest was expressed in seeing lost and stolen items identified separately in future report, and in seeing feedback from the students and teachers during the PARCC testing. Interest was also expressed in knowing if there is a data network analysis or an external audit that the district can use regarding data security and privacy.

PUBLIC COMMENT

PUBLIC COMMENT

Rick Boultinghouse, an Oak Park resident, asked if the \$6,300,000 payout to the district is derived by the amount owed to the district through the duration of the TIF. He asked if the Memorandum of Understanding would end the TIF agreement between the Village and the district. Lastly, he noted that there were TIF funds owed to the district that were earmarked for the HVAC study and the accessibility improvements, and he questioned if there might be a budget gap.

ACTION ITEMS

ACTION ITEMS

2.1.1 Approval of Minutes from the October 7, 2014 Board Meeting

Traczyk moved, seconded by Felton, that the Board of Education, District 97, approve the minutes from the October 7, 2014 Board meeting.

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

2.2 Approval of Consent Agenda

Sacks moved, seconded by Felton, 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

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

2.3.1 Adoption of Memorandum of Understanding with the Village

Traczyk moved, seconded by Felton, that the Board of Education, District 97, approve the Memorandum of Understand between the Village of Oak Park and the Board of Education for Oak Park Elementary School District 97.

President Spatz addressed the concerns shared during public comment. He noted that the amount of \$6,300,000 is a combination of funds projected to be due, the value of the properties and the value of the public works space. The dollars needed for the HVAC and ADA improvements would be covered by the funds that were originally allocated to repair the current administration building. The Memorandum of Understanding does not dissolve the TIF agreement, but an Intergovernmental Agreement could. He noted that the Memorandum of Understanding was unanimously approved by the Village board during their meeting on October 20, 2014.

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

COMMITTEE / WORK GROUP REPORTS
2014 – 2015 PRIORITIES

Common Core and IB Implementation

It was reported that this team met with administration, and would like to request time during a November Board meeting to report on the implementation of Common Core and IB.

Evaluations

It was reported that this team has met several times with Dr. Roberts, and they shared the thoughts of the Board on the evaluation process. Dr. Roberts noted that he had information to share with the Board during the Executive Session following tonight's open session.

Financial Stability

This team will not meet until the OPTA contract has been ratified.

Building and Facilities

It was reported that the Memorandum of Understanding with the Village had just been passed. It was noted that the Village cannot begin remediation work until the district chooses an architect for the project. It was reported that school districts typically use their own architects for this purpose. The district architects will be interviewed and a recommendation will be brought forward. It was noted that an RFP could be considered. It was reported that the FAC committee met and discussed some of the issues that might be related to this project. Further discussion on this topic will occur at the next FAC meeting scheduled on November 12, 2014.

Equity and Excellence in Student Achievement

This team will be meeting on Thursday.

Contract Implementation and Maintenance

This team will share an update during the next Board meeting.

Organization Structure

This team will be meeting on Thursday.

STANDING BOARD COMMITTEES

Facilities Advisory Committee (FAC)

Summer 2015 Capital Projects

All projects that were originally identified on the 10-year Cap-Ex spreadsheet were vetted and scored. STR reviewed all the projects and recommended that some of them be bundled together in an effort to lower the cost. A summary was shared with the Board that was reviewed by FAC last week. O'Neill reported that with the completion of this project, all the district schools will have updated fire alarm systems. This item will return to the Board for approval on November 4, 2014.

Board comments and concerns included the need for the Cap-Ex module to be maintained by administration, and the need for an analyst was expressed for this purpose. Member Brisben offered his support to train someone in this role. The need to consider a multi-year plan was expressed.

Committee for Legislative Action, Intervention, and Monitoring (CLAIM)

It was reported that the Legislative Forum was a success. The team met last week to debrief and the committee is working on a statement to be sent to the legislators and the community about other bills that may come forward. The committee will be reaching out to Senator Harmon regarding the data sharing bill, as he expressed interest in the data privacy issues. Many committee members, district administrators, and staff were acknowledged for their time and effort on this project.

Vice President Gates shared a summary of the resolutions for consideration at the delegate assembly in November. The Board members were asked to read the materials and be prepared to voice their opinions during the November 4, 2014 Board meeting.

ADMINISTRATIVE ITEMS

Intergovernmental Agreement with the Park District – Field Maintenance

O’Neill reported that the Park District Intergovernmental Agreement related to field maintenance has been reviewed by both agencies. She acknowledged the Park District’s expertise in this area and reported that four of the district fields are currently in need of work. She reported that the IGA identifies four days a year for school fundraisers on the fields. Payment of revenues was identified in the agreement, as well as the sharing of expenses for repairs of the mower that will be purchased by the district.

O’Neill reported that \$80,000 has been earmarked in the 2014-15 budget for the salary of an additional person dedicated to field maintenance, however, payment would not occur until the 2015-16 school year.

Concern was expressed about the lack of detail in the agreement, noting that there could be confusion as to when the Park District is responsible and when the responsibility would be that of McAdam Landscaping, the contractor for District 97. A walkthrough with the Park District representative and McAdam was suggested for this purpose. It was suggested that if McAdam services will not be needed as frequently, there may be a need to renegotiation their contract. It was noted that the recommended agreement was mirrored after the existing Longfellow Field agreement and should be considered an investment that the community will appreciate.

This item will return to the Board for action on November 4, 2014.

Policy Committee

Chris Jasculca came to the table. He presented the following policies for review;

- Policy 2:20 – Powers and Duties of the School Board; Indemnification
- Policy 4:60 – Purchases and Contracts
- Policy 4:90 – Activity Funds
- Policy 4:175 – Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications
- Policy 5:30 – Hiring Process and Criteria
- Policy 5:260 Student Teachers
- Policy 7:20 – Harassment of Students Prohibited
- Policy 7:180 – Prevention of and Response to Bullying, Intimidation and Harassment
- Policy 7:240 – Conduct Code for Participants in Extracurricular Activities

Jasculca highlighted Policy 4:175 – Criminal Background Checks, noting that the Policy Committee recommends that the policy revert back to the original wording. He reported that the committee recommends fingerprinting chaperones on all field trip, and people who volunteer in the school buildings on a regular basis. He noted that a fingerprint check only needs to be done

Policy Committee (Continued)

once, as the information will remain in the district's system for reference at anytime. It was reported that administration will hold an in depth discussion on this topic during the November Ad Leadership meeting.

It was reported that the wording of Policy 7:180 – Prevention of and Response to Bullying, Intimidation and Harassment conflicts with the Illinois School Records Act and FERPA, therefore, modifications were recommended for compliance purposes.

It was reported that the FORC policy updates will be presented to the Board for first reading and the policies listed above will return to the Board for action during the November 4, 2014 Board meeting.

CONCLUDING ITEMS

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ITEMS

SUPERINTENDENT'S REPORT

Dr. Roberts reported that Institute Day was spent focusing on Standards Based Grading. He noted the importance of sharing a consistent message across the district.

Dr. Roberts reported that he had a productive session with members Felton and Sacks regarding IB and Common Core.

Felicia Starks Turner met with the first cohort of RBT (Research for Better Teaching) parents last Saturday. Rene Dewald was invited to lead the training session. Turner reported that the parents were enthusiastic about the process.

Michael Arensdorff held a technology meeting on Saturday. The focus of this meeting was to identify the needs in the future technology plan. Additionally, Dr. Roberts reported that the technology department decided to not send the third grade iPads home until January, 2015.

Dr. Roberts reported that he was in possession of some research regarding keyboard curriculums and will share that with the Board.

BOARD CONCERNS / ANNOUNCEMENTS

Vice President Gates shared handouts for the IGOV meeting scheduled for this coming Saturday at the Brooks Middle School. Several people were acknowledged for their assistance in preparing for this meeting. Everyone was invited to attend this historical event. It was noted that the Elected Officials BBQ will follow the IGOV meeting.

Member Felton reported that she attended a recent Oak Park Education Foundation meeting.

The SAY (Success for all Youth) group will be meeting tomorrow.

Interest was expressed in parent communications related to PARCC and the sharing of information on the district's plans, explaining what PARCC is and is not, and explaining that the district will be expecting more from the students.

Interest was also expressed in the district moving forward with more consistency at each grade level, with shared lesson plans and formative assessments.

BOARD RESPONSE TO PUBLIC COMMENT

Addressed above.

PREVIEW NOVEMBER 4, 2014 AGENDA

The draft agenda for the November 4, 2014 Board meeting was reviewed and modifications were considered.

The need for additional Board retreats was recommended. It was determined that holding a retreat on a week night, starting at 5 p.m. would be preferable over a Saturday morning meeting. A two-hour self evaluation was suggested. Member Brisben will pursue this initiative.

The need to receive detailed informational reports in advance was expressed. It was recommended that the presenters be given a time limit well in advance. Additionally, advanced coaching was suggested.

It was recommended that student discipline hearings be held outside of the regular Board meetings. All agreed that a special meeting could be called for this purpose. It was suggested that the Board could be poled prior to scheduling the special meeting to ensure a quorum.

EXECUTIVE SESSION

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SESSION

Traczyk moved, seconded by Gates, that the Board of Education move into executive session at 9:23 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.

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

OPEN SESSION

OPEN SESSION

Traczyk moved, seconded by Gates, that the Board of Education move into open session at 10:25 p.m. All members of the Board were in agreement.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, President Spatz declared the meeting adjourned at 10:25 p.m.

The next regularly scheduled meeting of the Board will be held on Tuesday, November 4, 2014 beginning at 7 p.m. at the Administration building located at 970 Madison Street, Oak Park, Illinois.

Board President

Board Secretary