

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting August 19, 2014**

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

Present: Spatz, Felton (6:34 p.m.), Sacks Gates, Traczyk, Brisben,  
and O'Connor (6:37 p.m.)

ROLL CALL

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 Special Education Mike  
Padavic, Senior Director of HR Steve Cummins, Senior Director of  
Administrative Services Felicia Starks Turner, Directors of Curriculum and  
Instruction Carrie Kamm and Helen Wei, and Board Secretary Sheryl  
Marinier

EXECUTIVE  
SESSION

**EXECUTIVE SESSION**

Sacks moved, seconded by Gates, 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, Gates, Felton, O'Connor, Traczyk, Brisben and Spatz

Nays: None

Absent: None

Motion passed.

**OPEN SESSION**

OPEN SESSION

O'Connor moved, seconded by Sacks, 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.

**INTRODUCTION OF NEW DIRECTORS OF CURRICULUM AND INSTRUCTION**

Dr. Roberts introduced Carrie Kamm and Helen Wei as the new Directors of Curriculum and Instruction.

**PUBLIC COMMENT**

PUBLIC  
COMMENT

None

**ACTION ITEMS**

ACTION ITEMS

**Personnel Action**

Traczyk, moved, seconded by Felton, that the Board of Education, District 97, approve the personnel action as presented.

Ayes: Traczyk, Felton, O'Connor, Gates, Brisben, Sacks and Spatz

Nays: None

Absent: None

Motion passed.

**2.1.1 Approval of Minutes from the July 22, 2014 Board Meeting**

Sacks, moved, seconded by Felton, that the Board of Education, District 97, approve the minutes from the July 22, 2014 Board meeting.

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

**2.1.2 Approval of Minutes from the August 2, 2014 Special Board Meeting**

Traczyk, moved, seconded by Brisben, that the Board of Education, District 97, approve the minutes from the August 2, 2014 special Board meeting.

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

2.2.3 Adoption of Policies

- 4:100 – Insurance Management
- 4:160 – Environmental Quality of Buildings and Grounds
- 4:170 – Safety
- 4:175 – Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notification
- 5:280 – Educational Support Personnel – Duties and Qualifications
- 6:150 – Home and Hospital Instructions
- 7:250 – Student Support Services

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

**2.3.1 Approval of Food Service Staff Salaries**

Gates, moved, seconded by Sacks, that the Board of Education, District 97, approve the Food Service staff salary increase of 2 percent for the 2014-15 school year as outlined in the memorandum to the superintendent dated July 19, 2014.

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

**COMMITTEE / WORK GROUP REPORTS**

**POLICY REVIEW UPDATE**

Chris Jасulca came to the table. He reported that the Policy Review Committee considered moving policies 7:180- Prevention Bullying, Intimidation and Harassment, 7:190 – Student Discipline, and 8:30 – Visitors and Conduct on School Property to the PRESS versions. The drafts were reviewed by legal and sent to the Board for additional review. Each policy was discussed at the table this evening. It was noted that action on Policy 7:180 will meet the

## POLICY REVIEW UPDATE

requirement to review and modify the bullying policy on an annual basis.

The need to review the promotion policy was suggested.

Concern was expressed about partially converting Policy 8:30 – Visitors and Conduct on School Property to a procedure, noting that it may not carry as much power in that format. After discussion, the Board agreed to keep it as a policy.

Concern was expressed about the need for background checks for resource persons and volunteers. Interest was expressed in knowing where this information can be found within the policies and if the practice is consistent. Interest was expressed in seeing this information codified. Jasculca will review the guidelines to ensure that the wording is clear for overnight field trips.

These items will return to the Board on September 9, 2014 for action.

## FACILITIES UPDATE (FAC)

It was reported that the FAC committee will be meeting on August 26, 2014. Therese O'Neill came to the table and reported that the landscaping work at Brooks and Julian, and the climate work throughout the district has been completed. The furniture has been delivered to the three schools expecting new furniture, and three of the smaller ADA projects have been completed. O'Neill reported that the elevator at Whittier is also close to completion. The work should be done by Monday, August 25, 2014, and followed by the inspection that will be expedited to be completed by the end of next week.

It was noted that the Cap-Ex projects will be reviewed prior to the August 26, 2014 meeting.

## FINANCIAL UPDATE (FORC)

It was reported that the FORC committee met last week. They reviewed the 2013-14 budget, and the tentative 2014-15 budget. Members of the committee expressed concern about the estimated increase of the tentative budget. O'Neill noted that there is carryover from the 2013-14 budget. Historically the district has come in around 2 percent different between the budget and actuals. DSEB was also discussed in relation to the Cap-Ex work.

It was noted that two new members attended the recent FORC meeting. The committee will review the preliminary audit before it comes to the Board for approval.

It was reported that a draft Debt policy was prepared and shared with Liz Hennessy from William Blair. The Comparable School Policy and Debt Policy will be share with the Policy Committee once they have been vetted by the FORC Committee.

The next FORC meeting will be held on October 6, 2014.

## CONTINUED BUDGET DISCUSSION

O'Neill reported that overall, the operating revenues were budgeted at \$77,825,059 and the non-operating revenues were budgeted at \$8,486,303. As of June 30, 2014, the district's operating revenues came in at \$78,102,759 or \$277,700 more than the conservatively built revenue projections. The non-operating revenues, as of June 30, 2014, came in at \$9,085,396 or \$599,093 more than budgeted. The preponderance of these additional dollars is primarily due to the Debt Service Fund and timing of bond receipts, along with the five percent loss factor applied by the county. The district was also in receipt of a \$49,000 grant, not anticipated at the time the budget was adopted, associated with the accessibility work undertaken this summer. O'Neill reported

#### CONTINUED BUDGET DISCUSSION (Continued)

that the District's operating revenues were .05 percent greater than budgeted and the operating expenditures were 3.8 percent less than budgeted.

O'Neill noted that the operating expenditures for 2014-15 are presented as \$77,868,155 or 3.8 percent more (\$2,982,099) than budgeted for 2013-14, and 8.1 percent greater than actually expended in 2013-14. While the district anticipates an 8.1 percent increase in the expected expenditures for the 2014-15 school year, the district has a strong history of under-spending its annual budget while still meeting the needs of all the students. This has been, and continues to be reflected in the various cost efficiencies and sound fiscal management the district has exercised over these past six years.

O'Neill reported that on September 9, 2014, Liz Hennessy from William Blair will present two recommendations for the Board's consideration in terms of its annual DSEB borrowing.

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

Gates reported that both resolutions prepared by this committee were accepted and will be voted on during the joint conference. Next steps will include communicating this good news to the legislators, ED-RED, and local districts.

#### SUPERINTENDENT EVALUATION UPDATE

It was noted that this process is waiting for the ECRA data. Dr. Roberts will share what he has with the Board.

#### MADISION STREET PROPERTIES UPDATE

This topic was discussed in executive session.

#### AD HOC DASHBOARD/BENCHMARK COMMITTEE UPDATE

President Spatz reported that this committee met and will meet again in September. The committee expressed interest in making a presentation to the Board during the first meeting in October, 2014.

#### IGOV UPDATE

Vice President Gates and member Sacks shared a document for feedback in preparation for the IGOV meeting on August 30, 2014. They requested that the Board members take a moment to review the draft document and help them reach a consensus on the Board's draft submission to IGOV. The document was reviewed and suggestions were made. The Board unanimously agreed to support the second option;

Government funding challenges (could be federal, state or local). Are there opportunities for the governing bodies to all work together in making a community case, rather than each pursuing its own concerns alone?

Concern was expressed that all of the taxing bodies agree that the proposed format does not follow the Open Meetings Act and does not include public comment.

#### BOARD SELF-EVALUATION UPDATE / GOALS TIMELINE

The Board committee assignments were discussed and reviewed.

It was reported that the Village Board expressed interest in having representatives attend the PTO meetings this year.

**CONCLUDING ITEMS**

**SUPERINTENDENT’S REPORT**

Dr. Roberts reported that Michael Arensdorff and his team members are working hard to get the technology ready in the schools before opening day. Currently, all classrooms projectors have been installed, and iPads are being imaged. Arensdorff has personally addressed parent concerns about privacy, and has communicated with Google and Apple regarding the needs of the district. Families that have expressed concerns are being assured that their child’s data will be protected. Parent evenings were held, and additional communications will be sent out next week.

The administrators met and reviewed the assessment calendar. They are considering administering MAP twice this year as they transition to PARCC. Dr. Roberts reviewed the Boards super-seven goals with administration and he noted that they are aligned in many of the areas. The Administrators are looking at ways to evaluate staff differently. Dr. Roberts noted that the next administrative team meeting will focus on the evaluation process.

**BOARD CONCERNS / ANNOUNCEMENTS**

A parking lot for future Board topics was recommended to ensure that items are not overlooked.

Dr. Roberts will determine when the latest Common Core training is for the summer and report back to the Board.

**BOARD RESPONSE TO PUBLIC COMMENT**

None

**PREVIEW SEPTEMBER 9, 2014 AGENDA**

The September 9, 2014 Board agenda was reviewed and revised.

The Board members were encouraged to meet with their Super-Seven teammates to determine when their items need to be placed on future agendas. A 30 to 90 day window was recommended.

The need for an update on meeting efficiencies was suggested.

**EXECUTIVE SESSION**

Sacks moved, seconded by Felton, that the Board of Education move into executive session at 8:56 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, O’Connor, Gates, Traczyk, Brisben and Spatz

Nays: None

Absent: None

Motion passed.

**OPEN SESSION**

Sacks moved, seconded by Traczyk, that the Board of Education move into open session at 9:56 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 9:56 p.m.

The next regularly scheduled meeting of the Board will be held on Tuesday, September 9, 2014 beginning at 7 p.m. at the Administration building located at 970 Madison Street, Oak Park, Illinois.

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Board President

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Board Secretary