

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting January 28, 2014**

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

Present: Spatz, Gates, Sacks, Felton, O'Connor, Brisben and Traczyk (6:38 p.m.)  
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**

Sacks 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 5 ILCS 120/2(c)(1), Purchase of lease of real property 5 ILCS 120/2(c)(5), Collective Negotiations 5 ILCS 120/2(c)(2)). Roll call vote.

EXECUTIVE SESSION

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

**OPEN SESSION**

Traczyk moved, seconded by O'Connor, that the Board of Education move into open session at 7:01 p.m. All members of the Board were in agreement.

OPEN SESSION

The meeting was reconvened at 7:07 p.m.

**SPECIAL REPORTS**

**FACILITIES ADVISORY COMMITTEE (FAC) ANNUAL REPORT**

Chairman of the FAC Committee, Jamil Bou-Saab came to the table. He reported that the mission of the committee is to provide on-going expert oversight and guidance to the Board and Administration regarding district facilities and infrastructure, the impact of the Strategic Plan, the district's master facilities plan, the district's 10-year Life Safety Survey Report, and proposed summer and related projects. He reported on the committee composition noting that it includes two Board members, three district staff, including the Assistant Superintendent for Finance and Operations and the Head of Buildings and Grounds, and seven community members who are experts in the fields of architecture, engineering and development.

SPECIAL REPORTS

Bou-Saab noted that the committees 2012-13 accomplishments included:

- Requested, interviewed and recommended architectural firms for position as district architect
- Compared air conditioning options, pricing and efficiency
- Reviewed maintenance and administration building options
- Evaluated all buildings for ADA accessibility and determined specific improvements needed
- Recommended plans for the final phase of playground work at Hatch, Mann and Irving
- 5/10 Year Capital Plan review
- Ongoing review of O&M costs

FACILITIES ADVISORY COMMITTEE (FAC) ANNUAL REPORT (Continued)

Bou-Saab reported that future initiatives of the FAC committee include:

- Further maintenance and administration building plan development
  - Thorough cost/benefit analysis, energy analysis, parking needs and impact
- Energy analysis of school buildings to evaluate options for air conditioning or passive design
- Work with district to plan for phase-in of needed ADA improvements
- Complete analysis of Performance Contraction Phase I savings
- Provide recommendations for Performance Contracting Phase II
- Review and evaluate site improvements for middle schools

The committee was acknowledged for their time, and effort dedicated to this process. President Spatz and member Traczyk were also acknowledged for creating the committee years ago and O’Neill and the staff for their support.

**PUBLIC COMMENT**

None

PUBLIC COMMENT

**ACTION ITEMS**

ACTION ITEMS

**2.1.1 Approval of Minutes from the January 14, 2013 meeting**

Felton moved, seconded by Sacks, that the Board of Education, District 97, approve the revised minutes from the January 14, 2013 meeting.

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

**2.2 Approval of Consent Agenda**

Traczyk moved, seconded by O’Connor, 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
- 2.2.3 Approval of Budget Authority Resolution
- 2.2.4 Approval of Brooks Special Olympics Field Trip

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

It was noted that there will be six students (three regular education and three special education) attending this field trip.

**COMMITTEE/WORK GROUP REPORTS**

COMMITTEE /WORK GROUP REPORTS

**POLICY REVIEW UPDATE**

Member Felton will share the proposed changes (staggering terms) to the committee charges with the committees before presenting them to the Board for approval.

**FACILITIES UPDATE (FAC)**

O’Neill and Jennifer Costanzo from STR came to the table. Costanzo shared a proposal for an early pre-purchase package for some of the summer projects. She explained that the elevator for Whittier and the unit vents for the classrooms would be included in this proposal. Additionally, she noted that bid opening will occur on February 20, 2014. The results will be provided to the Board on February 25, 2014, with anticipated action on March 18, 2014.

#### FACILITIES UPDATE (FAC) (Continued)

Costanzo noted that the Whittier ADA, the minor projects at Mann and Beye, and a few additional climate control projects will have bid openings on April 1, 2014. The results of these bids will be presented to the Board on April 8, 2014 with anticipated action on April 29, 2014. Costanzo noted that construction will begin as soon as possible at the end of the school year with a planned completion date of August 15, 2014.

Costanzo shared the capacity study and reported on possible (four for Longfellow and three for Beye) options. She noted that Beye and Longfellow are projected to be over capacity by the 2017-18 school year. She also mentioned that restructuring boundaries and/or creating grade level campuses could be considered as ways to resolve this problem.

It was noted that the district currently has about 200 students more enrolled than projected during the referendum, and ARRA funds were used to build new classrooms at Lincoln School during the summer of 2011 for the 2011-12 school year.

Board comments included interest in understanding what kind of net gain would be received from each of the options. The need to consider boundaries and implement some of the options at the same time was suggested. If relocating the boundaries is considered, it was noted that the process should occur in the near future in order to have an impact on the 2017-18 school year. Additionally, the cost of bussing would need to be considered. Interest was expressed in asking the principals to predict next year's enrollment and have the district review the Fall Housing Report in September.

O'Neill continued by reporting on the plans for the Brook and Julian Middle Schools landscaping needs. She reported that in accordance with the referendum, the district upgraded the playgrounds, and pavers were installed at Julian. Additional pavers and benches are needed at Julian and similar upgrades will be installed at Brooks. O'Neill reported that the landscapers, Altamanu have done some of the preliminary work and their overviews were shared. She reported that the Facilities Advisory Committee (FAC) reviewed these plans during their last meeting.

Board comments included interest in the 12 inch area around the sidewalks where salt kills the grass. Concern was expressed about protecting new trees.

O'Neill noted that in concert with the promises made/promises kept associated with the referendum, the furniture in all the schools will be replaced by the end of this summer.

O'Neill will send an updated timeline to member Brisben regarding bid openings and approval dates.

#### FINANCIAL UPDATE (FORC)

Member Brisben reported that the committee did not have a quorum; therefore they held an informal meeting to discuss the dashboard. He noted that flyers have been distributed to recruit two new committee members. President Spatz reported that there are currently three candidates and member Brisben expressed interest in sharing the names of a few more qualified candidates. President Spatz will wait another week before selecting new members.

DSEB and the cap-ex model were discussed. The committee discussed this issues and how it might be reflected in the 10-year capital reports.

#### LEGISLATIVE COMMITTEE UPDATE (CLAIM)

President Spatz reported that the committee has the potential to get a data equity bill passed. He reached out to the board presidents and vice presidents of District 200 and District 90, who were receptive and will encourage their districts to support this initiative. Vice President Gates will reach out to Senator Harmon and explain the delay.

It was reported that CLAIM did not have a quorum this month. The committee is asking for some new missions/projects. President Spatz suggested that the committee review the Senate committee report on education that is anticipate in late February. It was noted that the State of the State will also

#### LEGISLATIVE COMMITTEE UPDATE (CLAIM) (Continued)

have something on education funding. ISBE funding, PTEL issues and data equity were also suggested as topics of consideration by the committee.

#### SUPERINTENDENT EVALUATION UPDATE

It was reported that this data is not yet available. It was suggested that numbers be used when scoring, allowing the ability to identify mean, mode and median. Discussion took place on assigning numbers for the four current rankings, and everyone was in agreement. A draft document will be ready for review on February 11, 2014.

#### MADISON STREET PROPERTIES UPDATE

It was reported that the village board did not meet last night as scheduled. District representatives will be meeting with the Village leaders on Friday and should have an update from the Village on February 11, 2014.

#### CAPITAL EXPENDITURE PLAN UPDATE

Member Brisben reported that he will have a new master view document published by the end of the week. It was noted that best practice for review of items will be considered during the next Board retreat.

#### AD HOC DASHBOARD/BENCHMARK COMMITTEE UPDATE

It was reported that this committee met last week. It was noted that time will be necessary for discussion on February 25, 2014.

#### CALENDAR COMMITTEE UPDATE

Cummins came to the table. He reported that this committee met with the consortium schools to coordinate calendars. He noted that the start date proposed for the 2014-15 school year is August 25, 2014, however, a one week delay is being considered with a start date of September 2, 2014. He explained that the weather (heat) that time of year is being considered. The committee will be meeting in the near future to give this more consideration. Member Traczyk explained how the change of date could affect the high school summer school dates.

A multi-year calendar created by a combined district representation was suggested.

This item will return to the Board for approval on February 11, 2014.

Dr. Roberts will give consideration to the need to extend this school year due to school closings and will share his decision in the near future.

#### BENEFITS COMMITTEE UPDATE

Cummins reported that the benefits committee is midway through the RFP process for a district consultant broker services. He noted that the RFPs have been received and reviewed. Assessments, reference checking, and the consultants' ability in regard to financial planning and cost containment strategies are key areas of interest.

Cummins noted that five companies were selected, with three being invited back for second interviews. He reported that all three were strong candidates, and references are being checked. He noted that the change of brokerage firms will be a significant cost savings to the district and he is excited about the services that can be provided by the firms. Cummins noted that this RFP is set as a three year agreement with a review of the agreement during the third year.

Board comments included interest in joining a cooperative or remaining in a single entity agreement.

Discussion took place about the Board acting on this item on February 11, 2014. Cummins will put out a separate packet of information that will be forward to the Board.

## TECHNOLOGY COMMITTEE UPDATE

Lisa Schwartz and Michael Arendsdorff came to the table. They reported that the iPads were distributed to the fifth graders last week. Arendsdorff reported on the lessons that are being used to prep the children for this experience.

Schwartz shared a draft protection plan. She explained that the district is looking for an inexpensive way to protect the devices and the families. Arendsdorff shared three insurance options and recommended self insurance/self managed for the remainder of this school year. A prorated mandatory \$15 fee was recommended, which would cover the devices both at home and at school. At the end of the school year, the program would be reviewed, at which time a fee would be determined for next year. Discussion took place regarding the need for communication on this topic, being clear that this is a student fee and not insurance.

Schwartz explained that a pilot home implementation will begin at the end of February, with the success of this program being evaluated at the end of the school year. It was reported that the current help desk and how it interfaces with PowerSchool is being considered as a way for families to report needed repairs.

Schwartz reported that the next step is to educate the parents and help them understand the importance of the children taking the devices home. Although the importance of the devices in relationship with PARCC has not been identified yet, keyboards have been purchased to be used at school for this purpose.

Arendsdorff explained that the devices will be monitorable at home. Additionally, children will gain experience with “drag and drop” and other keyboard skills, and will be given a keyboarding assessment as part of the program.

President Spatz shared that during an ED-RED workshop last week, it was reported that schools offering a 1:1 initiative are seeing less breakage from the students than from the teachers.

## **CONCLUDING ITEMS**

CONCLUDING  
ITEMS

### **SUPERINTENDENT’S REPORT**

Weather related issues were a concern this week. It was acknowledged that the school closings interrupt schedules at home but the district needs to consider safety first. He acknowledged that the district made the right decision as the temperatures were severe.

He commented on the Student Discipline Report and noted that incidents are down. He asked all to share questions on the report via email.

It was reported that the Collaboration for Early Childhood met last night.

Vice President Gates filled in at the PTO Council meeting for Dr. Roberts and Chris Jasculca.

### **BOARD CONCERNS / ANNOUNCEMENTS**

Member Sacks attended the recent ED-RED program. She reported that those in attendance noted that kids who use electronic devices at school tend to have better organizational skills. During this meeting it was noted that Comcast offers internet to families who are eligible for free and reduced lunch.

It was noted that the Brooks PTO has not had a Board member visit, and their next meeting are February 12, 2014 and March 12, 2014. Member Felton attended a recent Whittier and Holmes PTO meeting. During the meeting, Principal Hackmiller introduced the new Common Core library that was funded by the PTO. It was noted that President Spatz will be attending the Lincoln PTO meeting on March 5, 2014. The Board Secretary was asked to update the PTO meeting list.

**BOARD CONCERNS / ANNOUNCEMENTS (Continued)**

The VEX Robotics Competition will be held this Saturday. 36 middle schools will have student competing to qualify for state and national championship events. It was noted that the high school is considering offering the Vex Robotics program.

It was reported that BRAVO was successful at the Junior Theatre Festival. It was noted that the students will share a brief presentation during the next Board meeting.

Steve Cummins was acknowledged for addressing the Whittier community about the hiring process that will be followed to find a new principal for the 2014-15 school year.

**BOARD RESPONSE TO PUBLIC COMMENT**

None

**PREVIEW AGENDA FOR THE FEBRUARY 11, 2014 MEETING**

The draft agenda for February 11, 2014 was reviewed.

**BOARD 2013-14 TIMELINE**

Concern was expressed regarding the need to plan Board activities in advance and document those needs on the timeline. The upcoming spring retreat was used as an example.

**EXECUTIVE SESSION**

EXECUTIVE SESSION

Traczyk moved, seconded by Felton, that the Board of Education move into executive session at 9:50 p.m. to discuss (Collective Negotiations, 5 ILCS 120/2(c)(2)). Roll call vote.

Ayes: Traczyk, Felton, O’Connor, Brisben, Gates, Sacks, 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 10:43 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 10:43 p.m.

The next regularly scheduled meeting of the Board will be held on Tuesday February 11, 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