

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

**Special Joint Meeting November 20, 2013
Held at Oak Park River Forest High School
201 N. Scoville, Oak Park, Illinois**

This is a special joint board meeting of the Board of Education of Oak Park Elementary School District 97, the Board of Education of Oak Park and River Forest High School District 200, the Board of Trustees of the Village of Oak Park and the Collaboration of Early Childhood Care and Education Governing Board

Member Felton called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Sacks, Felton, O'Connor, Traczyk, and Brisben
Absent: Spatz, and Gates
Also Present: Superintendent Dr. Al Roberts, Assistant Superintendent for Finance and Operations Therese O'Neill, and Board Secretary Sheryl Marinier

Members of the District 200 Board in attendance: President John Phelan, Vice President Jeff Weissglass, Dr. Jackie Moore, Thomas Cofsky, Sharon Patchak-Layman, Dr. Ralph Lee, Superintendent Dr. Steven Isoye and Clerk of the Board Gail Kalmerton

Members of the Village Board in attendance: Peter Barber, Ray Johnson, Adam Salzman, Colette Lueck, Bob Tucker, Village Clerk Theresa Powell, Village President Anan Abu-Taleb, and Village Manager Cara Pavlicek

Members of the Collaboration for Early Childhood Development Board in attendance: President Carollina Song, Vice President Ann Courter, Treasurer David Weindling, Debbie McCann, Founder Eric Gershenson, and Executive Director Carolyn Newberry Schwartz

REVIEW AND APPROVAL OF THE AGENDA

The agenda for the meeting was reviewed and no changes were requested.

GOVERNING BOARD REPORT

Peter Barber reported that he will be the president for the governing board, Jeff Weissglass is currently the Vice President and Amy Felton is currently the Secretary. It was reported that the presiding board's secretary will be the recording secretary for the Governing Board.

Barber reported that this group met for the first time in September, 2013. Future meetings are scheduled for February 5, 2014 and May 7, 2014. Future topics were identified as expansion possibilities and budget.

Barber also reported that District 97 will act as the financial administrator for this group. It was reported that the board has more money than anticipated; therefore, the next payments will be less than expected. Therese O'Neill, Treasurer for District 97, and financial administrator for this group, reported that three separate checking accounts have been established. Payments will be made to the collaboration on January 1 and July 1. Deadlines have been established for invoicing and payment, and all payments have been made according to the agreement.

COLLABORATION ANNUAL REPORT

Carollina Song, the collaboration chair, reported on the activities of the collaboration. She reported on studies and statistics that note the importance of the collaboration. Song introduced the members of the collaboration team in attendance. Treasurer David Weindling, Founder Eric Gershenson, Data Committee chairperson Debbie McCann, Vice Chairperson Ann Courter, and Executive Director Carolyn Newberry Schwartz.

Song reported that the 2014 Symposium, which is one of the Collaborations signature events, is currently in the planning phase. The Symposium supplies high quality, low cost continuing education opportunities for early child care providers. It works in conjunction with centers in Oak Park, River Forest and family home childcare providers, which provide most of the infant care in Oak Park.

Song reported that the 2014 Early Childhood Bi-Annual Resource Directory is ready to go to press. She noted that over 10,000 free copies are supplied to families in the community. She noted that the Parent Information and Support Committee also publishes, “Watch and Help Me Grow” which helps parents understand developmental milestones in children from birth to age five.

Song commended the volunteers who participate in these efforts, making Oak Park a leader in the states efforts to support early childhood education. She reported that Professional Development Coordinator Diana Rosenbrock co-chairs the states Family Childcare Providers Credential Development Committee, and Executive Director Carolyn Newberry Schwartz participates in the Consortium for Community System Development led by the Illinois Action for Children as part of the Race to the Top Early Learning grant. She noted that it is the visionary leadership that has catapulted our community to the forefront of the national conversation addressing the critical important about education in the early years.

David Weindling reported on the audit for the year ending June 30, 2013. He noted a clean audit and shared that all financial data was well documented. He noted that although the internal controls were not audited, they were found to be in place.

Weindling noted that three grants came in and the revenue had not been booked prior to the audit. Approximately \$80,000 was added as revenue per the auditor’s request.

The budget document was shared. Weindling reported that all monies have been received from the supporting entities and ready for distribution. He reported that the Collaboration is still dedicated to raising funds from all sectors (organizations, grants, corporations, etc.), and that an adjustment will be made to the budget for release of the restricted reserve to finalize the process of recording this budget line.

Weindling noted that the contract with Parenthesis appears in the financials and payments have begun on this contract.

Eric Gershenson reported on the home visiting programs. He noted the importance of the home support and shared that an RFP for home visiting received several qualified submissions. He noted that the RFPs were reviewed by a strong team of representatives. After interviewing four organizations and scoring them, they selected Parenthesis Family Center. Gershenson acknowledged members of the Parenthesis Board in the audience.

He shared information on the Birth to Three Institute Program, and explained that this agreement is designed to mesh with the agreement between the Collaboration and the other jurisdictions. The scope of services, performance standards and benchmarks demonstrates the focus of the agreement. Gershenson shared that home visits will begin in February and a program for parents

of young children will be developed. He listed the goals of this endeavor and identified the assessment of matrix that will be phased in over a three year period as; improve maternal and new born health, reduce child injury, abuse, neglect and mistreatment, improve school readiness and achievement, reduce domestic violence, increase family economic self-sufficiency and improve coordination of referrals to community services. He noted that as a result of everyone's efforts and support, Oak Park is viewed as the pace setting community by the state Office of Early Childhood and without everyone's support, our leveraging resources, including training and use of the database would not have been available to us.

Debbie McCann, chairperson of the Measurement and Evaluation committee explained that this committee has been charged with determining how to utilize the available data and use it to tell the story of what the Collaboration is doing for the community. She reported that Chapin Hall, a center for early childhood research based in the University of Chicago, has been chosen to partner with this committee. She reported that Chapin Hall focuses on social, science research that focuses on children, families and communities; and with this partnership, the collaboration will be able to use Chapin Hall's expertise on how to report on the outcome of the data. The contract, which defines a joint board presentation, is currently being executed and work will begin immediately.

Ann Courter reported that the physicians network held their bi-annual meeting which shared a presentation on media in a multi-screen world and raising children in that environment. Additionally, she reported that the Collaboration will hire an additional staff person to support child development. The "Developmental Screening Network Coordinator" will coordinate developmental screening efforts across the two communities at primary healthcare offices, childcare and preschool sites and with the home visitors. She shared excitement at getting this person aboard in the near future.

John Phelan shared that as things come before the District 200 board, the Collaboration is always on his mind. He noted that there is a correlation between the support of the Collaboration and the success in the high school. He expressed his gratitude.

Newberry Schwartz explained that the immediate goals are to finalize contracts, get the home visitation up and running, parent engagement, and to identify and utilize the database in a meaningful way.

Data collection was discussed in detail. Interest was expressed in seeing what the organization will look like in a year and if District 90, although they have not been asked to support this effort as of yet, will choose to participate.

Dr. Roberts noted the Oak Park River Forest Community Foundation has been involved with the Collaboration for a long time. He noted that STRIVE, a national organization that focuses on data and programs that support children from cradle to career, has been hired by the Foundation and appears to be heading in the same direction as the Collaboration.

CALL TO THE BOARD – ISSUES, CONCERNS, AND TOPICS FOR FUTURE AGENDAS

It was noted that the joint board will meet again in one year. Future topics were requested and identified.

- Data triangulation and what that means
- The quantitative data and the stories
- Issues of the families, and improving the quality of life for the parents needs to be benchmarks

The Maternal Infant Early Childhood Home Visiting (MIECHV) program was discussed. It was noted that this is a state recognized program for poverty areas; therefore, Oak Park does not qualify for this program.

Interest was expressed in all three agencies posting notice of the Governing board meetings. The Governing board will resolve this issue and it was noted that the minutes from the Governing board meetings will be posted on the Collaboration's web site.

It was noted that the next two meetings of the Governing Board will be held on February 5, 2014 and May 7, 2014 at 7 p.m., the location of these meeting will be reported at a later date.

PUBLIC COMMENT

Cathy Kern, Executive Director of the Parenthesis Family Center, noted what a historic moment this is and thanked everyone for their faith in Parenthesis.

Gratitude was extended to District 200 for hosting this event.

ADJOURNMENT

There being no further business to conduct, member Felton declared the meeting adjourned at 8:20 p.m.

The next regularly scheduled meeting of the Board will be held on Tuesday, December 17, 2013 beginning at 7 p.m. at the Administration building located at 970 Madison Street, Oak Park, Illinois.

Board President

Board Secretary