

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting August 21, 2012**

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

Present: Barber, Gates, Felton, Sacks, Traczyk, Spatz, and O'Connor
Absent: None

ROLL CALL

Also Present: Superintendent Dr. Al Roberts, Assistant Superintendent of HR and General Counsel Joanne Schochat, Assistant Superintendent for Finance and Operations Therese O'Neill, Director of Policy, Planning and Communications Chris Jasculca, Director of Special Education Mike Padavic, Curriculum Coordinators Lisa Schwartz and Felicia Starks Turner, and Board Secretary Sheryl Marinier

EXECUTIVE SESSION

EXECUTIVE SESSION

Traczyk moved, seconded by Gates, that the Board of Education move into executive session at 6:30 p.m. Roll call vote.

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

OPEN SESSION

OPEN SESSION

Sacks moved, seconded by O'Connor, that the Board of Education move into open session at 7:04 p.m. All members of the Board were in agreement.

SPECIAL REPORTS

SPECIAL REPORTS

MIDDLE SCHOOL FUN RUN

The Board was invited to attend the first annual Middle School Fun Run, scheduled on Sunday, October 14, 2012 at 9 a.m. The one mile run will begin at Brooks Middle School and end at Julian Middle School where an informal health fair will be held on the field. Students will compete in grade level teams and a small prize will be awarded to the grade level teams that arrive at their destination first. This event is intended to encourage good health, exercise and friendly competition. The run will be free to all middle school students and each participant will receive a T-shirt.

COMMUNITY EDUCATION FOUNDATION

Lisa Schwartz came to the table and read a letter from the Community Education Foundation. The letter confirmed that District 97's grant proposal for the International Baccalaureates (IB) program was approved by the Foundation in the amount of \$40,000 for each of the next three school years.

Schwartz explained that 10 teachers and the two middle school principals have already attended IB training, which was followed by a debriefing of the team. Approximately 10 more teachers will be sent to trainings in October, November, and December. The

COMMUNITY EDUCATION FOUNDATION (Continued)

district has begun to share information with the middle school families and community via phone calls and the school Web sites. Schwartz reported that a community forum will be held on October 10, 2012.

The Community Education Foundation was publicly thanked for their support of this program. Dr. Roberts explained that many of the items identified in the Strategic Plan will be supported and embraced in the IB methodology.

ACTION ITEM

ACTION ITEMS

2.2.1 Approval of Consent Agenda

President Barber read the items on the consent agenda. Traczyk moved, seconded by Gates.

2.3.1 Bill Lists and Related Reports

2.2.1 Personnel Action as revised

Roll call vote.

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

Nays: None

Motion passed.

New hires were introduced to the Board.

SPECIAL REPORTS (Continued)

SPECIAL REPORTS
(CONTINUED)

SPECIAL EDUCATION UPDATE

Mike Padavic came to the table with his team. They reported on the accomplishments within the special education department, noting that since the fall 2011, professional development and parent advisory participation have increased, additional activities have been added for the district sponsored parent support group, and training for teacher assistants has increased. Additionally, the department is improving inclusion strategies for students and Medicaid reimbursements were increased by \$285,000.

Padavic reported that the department received 75 responses from the parent survey. The survey indicated that parents feel like they are members of the team and feel like equal partners.

Department goals include the continuing efforts to build a strong professional team, continued efforts to work with the appropriate parent groups to create parent advisory goals, the expansion of teacher assistant training programs, evaluation of all programs, encouragement of students to participate in the Special Olympics, improvement of inclusion opportunities, the exploration of possibilities for a therapeutic day school and the consideration of an early childhood center.

Areas identified to watch included; funding (IDEA grant), the Common Core standards implementation, the monitoring of IEP goals, difficult positions to fill (OT and PT), accessibility of district buildings and disproportionality.

SPECIAL EDUCATION UPDATE (Continued)

It was noted that parents often choose Oak Park as their place of residence when they have children needing services. A chart identifying student’s primary disabilities was shared. It was noted that the number of students eligible for special education has dropped over the past five years and the average cost for educating a child with special needs within the district is \$25,000 to \$30,000 per year. A new parent handbook will be piloted this year, and a U97 class will be held once a month for general education on how to enhance the classroom experience. Dr. Roberts noted that our tax payers should be commended for their support of special education.

Interest was expressed in knowing if the special education program evaluation will be included in the curriculum audit and seeing more data on the impact from the Fast ForWord program. Interest was expressed in seeing more parent communication and partnership. Interest was expressed in an overview on how the district guarantees that children do not get overlooked and that all procedures are done in a timely manner.

PUBLIC COMMENT

PUBLIC COMMENT

None

ACTION ITEMS (Continued)

ACTION ITEMS
(CONTINUED)

2.1.1 Approval of Minutes of July 17, 2012

Sacks moved, seconded by Felton, that the Board of Education, District 97, accept the minutes from the July 17, 2012 meeting with revisions. Roll call vote.

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

2.2.2 Approval of Superintendent’s Contract

This item was tabled. President Barber explained that there is no need to rush with this contract as the current one does not expire until 2013.

2.3.2 Adoption of Tentative 2012-13 Budget

O’Neill came to the table. She reported that the 2011-12 unaudited actuals are lower than the adopted budget by the following amounts.

FUND	ADOPTED BUDGET	ACTUAL	DIFFERENCE
Operating Funds	\$69,291,314	\$67,277,040	\$2,014,274
Non-Operating Funds	\$11,463,198	\$10,767,855	\$ 695,343

O’Neill noted that purchased services, supplies, capital outlay, dues/fees, tuition and benefits were the main areas identified as under spent. She commended the staff for their efforts to reduce expenditures.

The 2011-12 revenues were increased by the following amounts;

FUND	ADOPTED BUDGET	ACTUAL	DIFFERENCE
Operating Funds	\$77,801,288	\$81,278,024	\$3,476,736
Non-Operating Funds	\$ 8,278,935	\$ 8,278,383	\$ 552

Adoption of Tentative 2012-13 Budget (Continued)

O’Neill reported that the 2009 TIF receipts, unbudgeted prior year property taxes, increased corporate personal property taxes, increased local revenues and significantly more state revenues contributed to the increase in revenue.

Expenditures assumptions include the inclusion of all collective bargaining agreements, a 33 percent increase in health insurance costs, the inclusion of the new data coaches and removal of the technology specialists.

Revenue assumptions include the collection of 55 percent of the property taxes by March (prior year extension), collection of 45 percent of the property taxes in September (actual adopted levy with increased CPI and EAV), TIF receipts, flat federal revenue, General State Aid at 89 percent, PreSchool Grant at 92 percent and all other state revenue at 95 percent less FY2012 due.

The tentative 2012-13 budget recommended an Operating Fund revenue of \$76,339,926 and Operating Fund expenditures of \$71,009,022.

O’Neill shared the timeline for approval of the budget, noting that the tentative 2012-13 budget would be approved today. On September 11, public comments would be accepted and the Board would continue discussion. A public hearing would be held on September 27 and a motion for adoption will be presented to the Board. Following adoption, the budget will be submitted to the State Board of Education.

It was noted that this budget is \$900,000 below the projected spending identified during the referendum meetings.

Gates moved, seconded by Traczyk, that the Board of Education of Oak Park District 97 adopt its tentative 2012-13 budget in the total amount of \$83,002,488 as delineated in the memorandum to the superintendent dated August 21, 2012.

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

2.4.1 Approval of Hephzibah Building Usage Agreement

This item was tabled.

2.4.2 Approval of Hephzibah Liaison Contract

Gates moved, seconded by O’Connor, that the Board of Education, District 97, approve the 2012 – 2013 salary for the Hephzibah Behavior Interventionist at \$45,503, the same salary as the 2011 – 2012 school year. Roll call vote.

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

2.4.3 Acceptance of the Business Office Internal Control Audit

Felton moved, seconded by Sacks, that the Board of Education, District 97, accept the final document from McGladrey, LLP, specific to the Business Office Internal Control Audit conducted for the period of time July 1, 2011 – April 30, 2012, reviewing the adopted Board policies and administrative services governing cash receipts, cash disbursements, payroll, student activity funds and journal entries, rendering the conclusion of no findings. Roll call vote.

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

2.4.4 SELF Insurance Renewal

Joanne Schochat came to the table. She explained that this request is for the workers compensation coverage. She reported that the district had fewer claims last year, which resulted in the district receiving a refund and the quote for this year coming in a bit lower than expected. Approval of this item was tabled until August 28, 2012.

TOPIC REPORTS

TOPIC
REPORTS

MUSICAL INSTRUMENT BID

O’Neill reported that six bids were received. The district is recommending that Music and Arts Center be awarded the contract for wind instruments at \$27,766 and percussion instruments at \$5,065, Sam Ash Quikship Corporation be awarded the contract for miscellaneous items at \$14,065.50, and Cordogan’s Pianoland for keyboard/piano assessment at \$29,407, including the removal and disposal of 21 existing pianos at varying degrees of disrepair and non-use.

O’Neill noted that three quotes for string instruments are still being sought.

This item will return to the Board on September 11, 2012 for approval including a recommendation borne from receipt of three quotes specific to the sting instruments.

REVIEW 2012-13 GRANTS

O’Neill presented a spreadsheet delineating the grants awarded to the district. It was noted that the Community Education Foundation Grant will be added to the list prior to approval on September 11, 2012.

A brief discussion about crossing guards took place. O’Neill explained that the district could receive a rebate if the cost of the crossing guards for the last school year is less than \$175,000.

REVIEW OUT-OF-STATE / OVERNIGHT FIELD TRIPS

No questions were asked. Dr. Roberts plans on having all field trips presented to the Board by January or February. This item will return to the Board on September 11, 2012 for approval.

ELECTION OFFICIAL APPOINTMENT

No questions were asked. This item will return to the Board on September 11, 2012 for approval.

INITIAL DISCUSSION OF POSSIBLE 2012-2013 BOARD GOALS

Vice President Spatz shared three documents to help the Board work toward identifying goals for 2012-13. The following areas were identified as the top four areas of interest.

- Administrative properties decision
- communication
- data
- evaluation / compensation and performance

Dr. Roberts recommended that the Board keep the goals to two or three. He shared his recommendation for a goal focusing on evaluations. A need for teacher input during the creation process of the data piece was recommended, as was a standard dashboard. Having conversations with the individual communities to determine what the district should be measuring itself against, was also recommended.

Multi-year goals and one-on-one teacher coaching were suggested. Additionally, the Board was reminded that their goals should not require the reallocation of staff.

The Board was reminded to keep policies in mind when identifying goals. The review of controversial policies was recommended.

A goal of maintaining high performing staff was suggested.

Vice President Spatz and Dr. Roberts will make recommendations to the Board on September 11 that will include goals that focus on high performing staff, community engagement relative to performance, the relocation of the administration building and data analysis.

SUPERINTENDENT'S REPORT

SUPERINTENDENT'S
REPORT

Dr. Roberts acknowledged the Board members who were in attendance at the welcome back staff meeting on August 20, 2012.

The new evaluation process will be shared in the next weekly report. Dr. Roberts reported that changes will be necessary in the Teaching and Learning department to accommodate the evaluation requirements.

The IB program was discussed at Julian Middle School today. Dr. Roberts reported that there is a desire on the part of the teachers to learn and grow.

Dr. Roberts reported on a sense of partnership with the Park District. Discussion has taken place regarding the Longfellow and Irving fields. Irrigation is being considered at Longfellow and the Park District offered to pay for half of the \$30,000 cost. The Park District has also expressed interest in assisting with the purchase of 20 trees at Beye and Longfellow.

The phone system at the district office is malfunctioning. The district is looking into refurbishing the old system.

SUPERINTENDENT'S REPORT (Continued)

Dr. Roberts reported that he is pleased with the way Lisa Schwartz and Felicia Starks Turner are working together in the absence of Duane Meighan. He expressed concern about the administrators completing the evaluation training process and will update the Board on the needs surrounding the new process. Dr. Roberts shared that each evaluator will be assigned eight to ten administrators to evaluate.

Vice President Spatz and member Gates were acknowledged for earning the status of Master Board Members.

O'Neill reported on the following building projects;

- The buildings were completely cleaned and ready to receive teachers on August 15, 2012
- Secured entrances at Mann and Whittier were completed by August 10, 2012
- Installation of an air conditioning unit in the Whittier auditorium was completed by July 31, 2012
- Student furniture completely installed at Beye School by July 31, 2012
- Lighting Boards at Brooks and Julian are on site. Installation is scheduled for August 29 and 30, 2012 with on-site training scheduled at the same time
- Holmes playground will have rubber poured on August 27, 2012 and will be ready for student use on August 29 or 30, 2012
- Beye playground is currently having gravel and concrete poured and as of today's construction meeting, approximately three days have been gained with expected student use on September 7, 2012
- Longfellow playground has also gained three days of lead time with anticipated student use on September 15, 2012

Dr. Roberts reported that five families initially indicated that they may choose to transfer out of Beye School due to the schools AYP status; one family already rescinded their request. Hatch and Whittier have been identified as the schools that will accept Beye transfers. Families have 30 days after the beginning of the school year to submit a transfer request. For those already submitted, the transfer will occur on Monday of next week.

BOARD CONCERNS / ANNOUNCEMENTS

**BOARD CONCERNS
ANNOUNCEMENTS**

A new superintendent's evaluation form will be sent to Board members tomorrow for discussion at the next meeting.

A group of parents hosted a meeting on how to be good parent leaders. It was a great meeting and a great model. The plan is for the program to be presented at all the schools.

Positive feedback was received regarding the common core training.

Ed-Red's first meeting of the year will be held on September 28th. The topic will be pension reform. Members should let the Board secretary know if they wish to attend.

BOARD CONCERNS / ANNOUNCEMENTS

Three resolutions were submitted to the Illinois State Board of Education on behalf of the district. It was reported that a very similar resolution already exists; the district is requesting that the State Board of Education readopt that policy.

A Board member acknowledged that administrators in other districts are frustrated with the evaluation training and the length of time it is taking.

The Board secretary was asked to coordinate the PTO meetings and Board member attendance.

BOARD RESPONSE TO PUBLIC COMMENT

None

BOARD RESPONSE
TO PUBLIC
COMMENT

EXECUTIVE SESSION

Traczyk moved, seconded by Felton, that the Board of Education move into executive session at 10:30 p.m. Roll call vote.

EXECUTIVE SESSION

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

OPEN SESSION

Traczyk moved, seconded by Gates, that the Board of Education move into open session at 10:59 p.m. All members of the Board were in agreement.

OPEN SESSION

ADJOURNMENT

There being no further business to conduct, President Barber declared the meeting adjourned at 10:59 p.m.

ADJOURNMENT

The next regularly scheduled meeting of the Board will be held on Tuesday, September 11, 2012 beginning at 7 p.m. at the administration building located at 970 Madison Street.

Board President

Board Secretary