

**Official Minutes of the
Oak Park Board of Education District 97
970 Madison Street, Oak Park, Illinois
February 23, 2010**

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

Present: Gates, Spatz, Clouser, Reddy, Harton (6:36 p.m.), Barber (7:07 p.m.), and Traczyk

Absent: None

Also Present: Superintendent Constance R. Collins, Director of Human Resources Trish Carlson, Assistant Superintendent of Teaching and Learning Kevin Anderson, Assistant Superintendent for Finance and Operations Therese O'Neill, Communications Coordinator Chris Jasculca, Director of Special Education Mike Padavic, and Board Secretary Sheryl Marinier

ROLL CALL

Executive Session

EXECUTIVE
SESSION

Gates moved, seconded by Spatz, that the Board of Education move into executive session at 6:34 p.m. Roll call vote.

Ayes: Gates, Spatz, Reddy, Clouser, Harton, and Traczyk

Absent: Barber

Motion passed.

Open Session

OPEN SESSION

Reddy moved, seconded by Gates, that the Board of Education move into open session at 6:59 p.m. Roll call vote.

Ayes: Reddy, Gates, Spatz, Harton, Clouser, and Traczyk

Absent: Barber

Motion passed.

1.1.0 Approval of Minutes of February 9, 2010

APPROVAL OF
MINUTES OF
FEBRUARY 9, 2010

Reddy moved, seconded by Spatz, that the Board of Education approve the minutes from the February 9, 2010 meeting.

Roll call vote.

Ayes: Reddy, Spatz, Harton, Gates, Clouser, and Traczyk

Absent: Barber

Motion passed.

1.2.0 Approval of Closed Meeting Minutes

Gates moved, seconded by Reddy, that the Board of Education keep confidential the executive session minutes from July 21, 2009 – December 1, 2009.

Roll call vote.

Ayes: Gates, Reddy, Harton, Spatz, Clouser, and Traczyk

Absent: Barber

Motion passed.

Public Comment

PUBLIC COMMENT

Kimberly Werner, Oak Park parent, commented on the draft policy regarding the showing of movies, videos and television programs in the classroom. She suggested that the Board of Education consider extending the time limit for parent notification regarding showing movies in the classroom from five to 10 days. She also recommended that the communication between teachers and parents occur in several different ways. Werner pointed out that the draft policy, as written, does not address showing R- rated movies.

Action Items

ACTION ITEMS

3.1.1 Approval of Consent Agenda

President Traczyk read the items on the consent agenda. Harton moved, seconded by Clouser, that the following items be approved on the consent agenda.

3.1.1 Bill Lists and Related Reports

3.2.1 Personnel Action as presented

Roll call vote.

Ayes: Harton, Clouser, Gates, Barber, Spatz, Reddy, and Traczyk

Nays: None

Motion passed.

3.3.1 Approval of Summer 2010 Capital Projects

Clouser moved, seconded by Barber, that the Board of Education award a contract to Happ Builders in the amount of \$823,850 (base bid of \$805,000 and four alternates totaling \$18,850), to complete summer 2010 capital projects as outlined in the memorandum dated February 9, 2010.

Roll call vote.

Ayes: Clouser, Barber, Spatz, Reddy, Gates, Harton, and Traczyk

Nays: None

Motion passed.

3.4.1 Acceptance of Donation to the Special Education Department

Clouser moved, seconded by Reddy, that the Board of Education of Oak Park accept the donation of a communication device (voice message tool), valued at \$6,000, for students who are non-verbal from Lisa Masucci and John Butler.

Mike Padavic explained that the donation was being made by parents whose son had outgrown the device.

Roll call vote.

Ayes: Clouser, Reddy, Barber, Spatz, Gates, Harton, and Traczyk

Nays: None

Motion passed.

District Activity

DISTRICT ACTIVITY

ENGAGEMENT LETTER FOR FISCAL YEAR AUDIT

O'Neill reported that the Board of Education entered into a three-year relationship (concluding with the FY10 audit) with McGladrey & Pullen to conduct annual audits. She explained that an annual engagement letter is required authorizing the firm to conduct the audit. O'Neill explained that the basic fee for the audit is \$49,500. There is a possibility that two additional areas may require review, and could add to the total expense of the audit.

O'Neill reported that the preliminary audit work is scheduled to commence during the week of May 31, 2010, with final field work commencing the week of August 9, 2010. O'Neill is planning to share a draft FY10 audit with the Board during the September 28, 2010 meeting and seek approval of the audit at the October 12, 2010 meeting. This schedule will allow the District to file the FY10 audit in concert with the October 15, 2010 due date.

This item will return to the Board on March 9 for approval.

POLICIES – FIRST READING

Three policies were share with the Board for first reading.

Policy 5601 (Serious Misconduct) was reviewed. It was agreed that the committee will remove bold printed type within the policy that is not related to the revisions submitted to the Board for the first reading on February 23.

Policy 8310 (Public Records) was reviewed. It was suggested that the committee clarify that original versions of public records are never removed from the District office. It was also agreed that the last sentence of the second paragraph would be reworded to clarify that the District has 21 days to fill commercial requests.

POLICIES – FIRST READING – (Continued)

The Board of Education bylaw number 0168.2 regarding Verbatim Record of Closed Meetings was discussed. A brief discussion took place regarding who has the authority to change bylaws, and if NEOLA or IASB have templates for a policy on this topic. It was agreed that the policy committee should review these templates and attempt to prepare a policy on this topic. The Board was reminded that if the policy is passed, the policy and the bylaws must be in concert.

The committee submitted a draft policy on showing movies, videos, and television programming in the classroom. The Board was reminded that the policy committee was asked to draft this policy after concern was expressed about the quality of movies shown in classrooms, and the intent behind showing the media. The committee members assured the Board that the purpose of the policy is to allow teachers to share educational materials, but not show movies in the classroom setting for non-instructional purposes. It was reported that Neola does not have a template on this topic, and extensive research was conducted to locate similar policies in other school districts.

After discussion, the Board agreed that the creation of a policy regarding this issue is necessary for ensuring consistency district wide. It was also agreed that the Policy committee should consider removing the information that refers to copyright laws, and insert that information into the current policy that deals with that topic. The committee was asked to revisit the draft policy and consider ways of covering additional types of media (e.g., YouTube), as well as current technology and future technology as a whole. It was also suggested that this policy be introduced to the staff in a way that clarifies the intent so as not to cause concern amongst the teachers.

Superintendent's Report

SUPERINTENDENT'S
REPORT

The District received two FOIA requests, one regarding transportation and one regarding FOIAs. Both have been responded to in accordance with the law.

Dr. Collins has been working with Cabinet members to update the organizational chart. They have been reviewing the job titles/duties, and trying to create consistency throughout the District. The updated chart will be reviewed with the principals on Thursday, and will be presented to the Board during its March 9 meeting.

Dr. Collins, Cabinet, and Principal Cathy Hamilton will be finalizing recommendations regarding space issues at Lincoln next week. They will present their recommendations for the Board's consideration at a March meeting. Verbal information from the state regarding use of ARRA funds for the project has been received. A construction proposal will be sent to the state by the end of the week to address the space needs at Lincoln.

Congratulations were extended to teacher Jayme Barnard for his participation in the Air National Guard Band of the Central States, and Band of the Midwest Sixty-Third Annual Convention Midwest Clinic in December.

Superintendent's Report – (Continued)

Last week, various principals, assistant principals, and Trish Carlson attended the Illinois Small Colleges and DePaul job fairs. Tomorrow, various administrators will attend the National Louis job fair, and next week they will be attending the NIU, UIC, U of I, and Northeastern job fairs. The District has received hundreds of resumes directly as a result of the job fairs and many look very promising. It is clear that District 97 is a very popular school district given the number of potential applicants who visit the D97 booth at every event.

Board Concerns / Announcements

BOARD CONCERNS/
ANNOUNCEMENTS

Congratulations were extended to the CAST program at Julian for their West Side Workshop and to the Brooks 8th grade boy's basketball team on their 25-0 undefeated season.

A reminder was extended that the Vex Robotics competition will be held tomorrow evening at 7 p.m. at Brooks.

It was noted that the hiring timeline will be posted on the District Web site by the end of the week.

In regards to the District's finances, it was suggested that a chart be compiled that would demonstrate the five different state options. This chart would put the District's numbers in context with numbers that hold meaning to the community. Therese O'Neill volunteered to prepare the chart.

It was suggested that Board members consider meeting with legislators to discuss the District's financial concerns. President Traczyk, Dr. Collins and Therese O'Neill offered to meet with legislators.

Member Gates read a prepared statement to clarify his position on reductions. He specifically stated that, "As staffing and class size are inexorably linked, I ask that the administration come forth with reductions as quickly as possible that place a priority on two paths: Reducing the budget, by not replacing, where at all possible, administrative positions created by retirement or voluntary separation from District 97, and reducing the budget by not replacing a position, where at all possible and without compromising the quality of our students' educational experiences, when an employee has left the district." He recommended that the administration exhaust these two options before considering other staff reductions, and do everything possible to protect the integrity of the educational experience students across our district receive in the classroom as the District address inevitable reductions.

President Traczyk will e-mail the Board and ask for their direction regarding staffing and reductions. He will follow up with Therese O'Neill after he has received the Board members responses. This topic will be included in discussion during the special meeting scheduled on March 16. The Board directed administration to move forward with their current hiring plan.

Board Concerns / Announcements – (Continued)

A financial goal was requested, suggesting that reductions would look different depending on the financial amount needed. Therese O’Neill agreed to consider a goal and get back to the Board.

It was suggested that the Board should ask the community for their assistance and direction before making decisions on reductions.

It was suggested that the Board should consider reestablishing the LAC and consider ways to engage the legislature.

A seminar proposal was submitted to the joint annual conference. The suggested topic is “The Ten Steps for Creating an Effective District Strategic Plan”. A response should be received in the near future.

Members Barber and Gates will attend the Village’s intergovernmental forum on March 6 from 9 a.m. – 11 a.m. at Village Hall. Each governing body has been asked to share their two biggest goals and their two biggest challenges. President Traczyk will send an e-mail request to the Board members soliciting their opinions on these topics.

Member Barber will attend the COG meeting scheduled on Tuesday, March 2.

Member Barber will run the next Board meeting in President Traczyk’s absence.

Board Response to Public Comment

BOARD RESPONSE TO
PUBLIC COMMENT

None

There being no further business to conduct, President Traczyk declared the meeting adjourned at 8:45 p.m.

ADJOURNMENT

The next regularly scheduled meeting of the Board will be on Tuesday March 9, 2010 beginning at 7 p.m. at the Administration building located at 970 Madison Street.

Board President

Board Secretary