

**Official Minutes of the
Oak Park Board of Education District 97
260 Madison Street, Oak Park, Cook County, Illinois
September 26, 2017 Meeting**

President Spurlock called the meeting to order at 6:00 p.m.

ROLL CALL

Present: Spatz, Spurlock, Liebl, O'Connor (6:13 p.m.), Breymaier, Broy and Datta (6:02 p.m.)
Absent: None
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Dr. Alicia Evans, Assistant Superintendent for HR Laurie Campbell, Chief Academic and Accountability Officer Dr. Amy Warke, Senior Director of Special Services Eboney Lofton, Senior Director of Policy, Procedures and Communication Chris Jasculca, Senior Director of Administrative Services Dr. Felicia Starks Turner, Senior Director of Equity Dr. Carrie Kamm, and Board Secretary Sheryl Marinier

EXECUTIVE SESSION

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Breymaier moved, seconded by Broy, that the Board of Education move into Executive Session at 6:00 p.m. to discuss (Probable Litigation 5 ILCS 120/2(C)(11)).

Ayes: Breymaier, Broy, Liebl, Spatz, and Spurlock
Nays: None
Absent: O'Connor and Datta (absent at time of vote)
Motion passed.

OPEN SESSION

OPEN SESSION

Liebl moved, seconded by Breymaier, that the Board of Education move into Open Session at 7:00 p.m. All members of the Board were in agreement. The meeting reconvened at 7:05 p.m.

PUBLIC HEARING – 2017-2018 FINAL BUDGET

PUBLIC HEARING - BUDGET

Alicia Evans reported that the annual budgets need to be adopted for all government fund types, except for capital projects funds which are prepared on a project by project basis. She explained that the Board of Education holds public hearings and a final budget must be prepared and adopted no later than September 30th. She reported that the budget is developed within the guidelines predicated by the Illinois State Board of Education and is organized into a series of accounts called funds.

Evans reported that the total revenue for all funds for the school district is estimated at \$115,981,917 and total expenditure appropriations amount to \$103,532,262. This will leave the 2017-2018 budget with a surplus of \$12,449,655 before tax revenues and debt abatement, which will bring the surplus down to 3,260,000.

Evans reported that over the last six years, the district has seen a deficit budget three times. She explained the need to increase the surplus dollars in order to increase the stability of the district. She emphasized the need to invest in what the district says it values.

A brief discussion took place regarding federal funding, noting that because those funds are controlled by the government, Congress would have to take action in order for them to change.

It was noted that the five-year projections will be presented to the Board in late October or early November. Those projections will indicate a small surplus in every year's budget. The Board was reminded that the referendum was sized in order to leave the district at the minimum fund balance in five years.

1.1 ADOPTION OF 2017-2018 BUDGET

ADOPTION OF BUDGET

Datta moved, seconded by Breymaier, that the Board of Education, District 97, adopts its final 2017-2018 budget in the total amount of \$103,532,262 as outlined in the memorandum to the Superintendent dated September 26, 2017.

Ayes: Datta, Breymaier, Liebl, Spatz, Spurlock, O'Connor, and Broy
Nays: None
Absent: None
Motion passed.

COMMITTEE UPDATES

COMMITTEE FOR COMMUNITY ENGAGEMENT (CCE) UPDATE

Leslie Truelove, chairperson for the CCE came to the table. She reported that the committee is made up of professionals from the community, two Board members, and two members of the administration team.

She reported that the committee has been meeting since July. Their first task was to distribute a community survey in which 423 responses were received. Questions in the survey included how the community members prefer to receive information from the Board; how often they would like to receive that information, and what topics they prefer to hear about. Truelove shared some of the survey results and discussion occurred.

The committee recommended a tri-level communication strategy that would include the following;

- 1) Constant Hum (base/foundation) which would consist of constant communication with the community via newsletters, emails, community events, social media, PTA meetings, Board member profiles.
- 2) Engagement (to/from) which would consist of encouraging two-way communication via Board meetings, listening sessions, town halls, coffee and conversations, online submit process.
- 3) Proactive Response (as needed) which would include positive and proactive responses.

It was reported that members Datta and Breymaier are the liaisons for this group and the next meeting date was shared.

Comments included noting that Perry Hill from IASB recommended that Board meetings contain only one way communication, and the Board was reminded that one key part of engagement is topics that are pending decisions, so the community has an opportunity to weigh in prior to decision making. The need to get the “big picture” established was expressed, so that the little changes can be understood. The need to clarify between information sharing and information gathering was expressed, as was the need for a consistent change strategy.

PUBLIC COMMENT

Kara Sakellaris, an Oak Park resident, shared concern regarding information that she received through social media regarding changes to the Kindergarten admission policy. She shared that her child turned five on the first day of school and she chose to not send him to school this year. She said that she and her husband made that decision because they were told by the district that this practice was allowable. She is now hearing that students entering school at the age of six will be placed in first grade. She explained that she has reached out to the district and Board of Education but has not received a response. She shared the importance of a quick response as her son’s future is at stake. She shared that not receiving a response is causing her anxiety, and noted that her choice to not enroll her son in Kindergarten is costing the family \$10,000 because he is enrolled in preschool for the year.

John Hoerster, an Oak Park resident, also expressed concern about the changes to the Kindergarten age requirements that he is hearing about. He shared that in April, he was told by the district that his son could enter Kindergarten in the 2018-2019 school year even though he would be age appropriate for first grade. He explained that another year of development would lead him to success. Hoerster spoke with the principal who talked to administration and he was advised to hold his son back. With all the chatter on social media, Hoerster is now looking for clarity and a concrete answer. He questioned when the decision would go into effect and if prior promises would be honored. He suggested that changing policies mid-year is not in the best interest for families.

Dr. Kelley thanked the parents for the comments and bringing the concerns to the district’s attention. She shared that she appreciates social media, but in this day and age, it is important to triangulate the information found there. She shared that she is trying to determine how some of the information got out and noted that her plan for communicating will be released tomorrow. Dr. Kelley will advise staff not to provide comments or advice to parents regarding when to enroll their children into school. Dr. Kelley assured the parents that there is no change to the enrollment practice, and noted that, as a learning organization, District 97 will always look at every process and procedure, asking if it is aligned with the District’s values. She apologized to the community and the Board for any anxiety that this concern has caused.

VISION 4ALL LEARNING SESSION **SY18 DISTRICT ACTION PLAN**

Dr. Kelley shared the District’s vision to create a positive learning environment for all District 97 students that is equitable, inclusive, and focused on the whole child. She noted that the vision has four elements;

SY18 DISTRICT ACTION PLAN (Continued)

- 1) Positive Learning Environment
- 2) Equity
- 3) Inclusive
- 4) Whole Child Focused

She noted the district's commitment to learning, growth, and success for every student that is reflected in the four aspirational goals for every student;

- 1) Every Oak Park District 97 student is a known, nurtured, and celebrated learner
- 2) Every Oak Park District 97 student is an empowered and passionate scholar
- 3) Every Oak Park District 97 student is a confident and persistent achiever
- 4) Every Oak Park District 97 student is a creative critical thinker and global citizen

Dr. Kelley introduced the four pillars that will provide a coherent, durable foundation for the District's work.

- 1) Equitable access to rigorous, responsive instruction
- 2) Strong relationships with families and community
- 3) Effective teachers, leaders, and staff for every student, for every school
- 4) Data – informed continuous improvement

She explained that the four pillars enable the district to define the 12 targeted strategies and objectives so that the day-to-day attention is in alignment with the long-term intention for every student, without exception.

Dr. Kelley shared the new Vision97 4ALL brochure that details the vision and strategies. She noted that the District believes that all students can learn at high levels, with consistent, effective teaching. She noted that this will be the district's plan for the next five years; all staff are using this tool to guide their work on behalf of the children.

Dr. Amy Warke came to the table. She shared that everything in the schools is aligned to the District's vision. The schools have used the goals to design their School Improvement Plans, and she shared examples of how that occurred.

Middle school principals, Dr. Todd Fitzgerald and April Capuder, shared the process and timeline used to create the School Improvement Plans. Capuder noted that she has worked in several districts and this is the most comprehensive and cohesive experience that she has ever experienced; and she explained how the focus of their work is based on the pillars.

Fitzgerald noted the tight alignment between the two schools as they focus on the Positive Learning Environments. He noted that both schools focused on a warm welcoming first day that encouraged a teacher connection and welcoming environment. He reported that this event was successful in taking the edge off of the first day for the sixth graders as well as the other students. He shared that the schools have implemented a teacher supervision schedule for monitoring during passing periods and he noted that the students are making great decisions. Additionally, the schools are using posters to reinforce expectations and working on a social emotional team to focus on bullying, conflicts, Second Step and revamping the mind setting goal curriculum.

Dr. Kelley noted the importance of the Board hearing what is really happening in the schools, and that the monthly school reports will also report on the challenges they face. She recognized Chris Jasculca and Amanda Siegfried who will be helping the middle school principals share out their plans by producing a video of things happening at the schools.

It was suggested that if parents want to know what is different in the middle schools, they should start by asking the students. Dr. Kelley noted that the measures are tied back to the goals. The measures were reviewed in relationship to what administration is trying to achieve. She shared that last year's measures were around the PARCC data and this year they will be looking for indicators of success moving into high school.

Member Breymaier noted a difference in his child's attitude this year and shared that parents of sixth grade students are not experiencing the anxiety as his family did upon entering that grade.

COMMITTEE UPDATES
POLICY REVIEW

COMMITTEE
UPDATES

It was reported that the Policy committee met last Thursday and reviewed information from the Illinois State Board of Education and the attorneys regarding Charter School policies. It was shared that both the ISBE and attorneys

POLICY REVIEW (Continued)

recommended not moving forward with a policy on this topic until necessary, as it would take two and a half months for any group to legally move forward on this topic. It was suggested that this topic not be pursued at this time, and there were no objections.

FINANCE OVERSIGHT AND REVIEW COMMITTEE (FORC)

It was reported that the FORC committee recommended changes to the committee’s charge. It was noted that some of the changes are structural in nature. Additionally, it was noted that Board direction may be necessary regarding changes to all of the Board committee charges, noting the need for consistency related to committee member attendance and the need for a Vice Chairperson for all committees. It was suggested that the Board discuss a more standardized committee procedure during their meeting on October 10, 2017. It was suggested that any recommendation also be shared with committee chairs for input. A policy on committee structure was suggested.

ACTION ON HOLMES ADDITION

It was noted that the Board held a meeting on September 13, 2017 to update the community on the options for the Holmes School addition. The options shared included the original plan (option A) and the second option (option B), which addressed the need for additional space in the common areas. It was noted that Holmes School is currently holding four lunch periods in an effort to accommodate the increasing enrollment.

It was reported that Member Spatz and Dr. Alicia Evans, shared a presentation at the Holmes PTO meeting in the fall of 2016. At that time, the common area needs were shared. It was noted that when the original plan for the addition was drawn up, it included only the minimum needs so that it could move forward with or without the passing of the referendum. The Facilities Advisory Committee (FAC) reviewed the options and recommended moving forward with option B.

Evans explained how the DSEB dollars could be used to fund this project and the 2018 life safety work. She recommended that the Lincoln and Longfellow schools life safety work be postponed or completed internally with only a minimum amount of referendum dollars being needed. Evans noted that completing all the work at Holmes at one time would be more cost effective and summer programming would be less impacted.

SUPERINTENDENT’S EVALUATION PROCESS

It was reported that a meeting occurred to discuss the Superintendent’s evaluation process, and a timetable was created. It was noted that the goal is to have a draft document ready for review in November with completion of the process by April, 2018.

It was suggested that a timetable be created that takes election years into consideration and will work for both election and non-election years.

ACTION ITEMS

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5.1 APPROVAL OF THE CONSENT AGENDA

Spatz moved, seconded by Datta, that the Board of Education, District 97, approve the consent agenda as amended at the table.

5.1.1 Approval of Bill List

5.1.2 Approval of Personnel (amended at the table)

5.1.3 Disposal of District Property (amended at the table)

5.1.4 Approval of Supporting Organizations

5.1.5 Adoption of Policies

Policy 1:30 (School District Philosophy)

Policy 2:100 (Board Member Conflict of Interest)

Policy 2:220 (Board of Education Meeting Procedure) – Third Exhibit

Policy 2:260 (Uniform Grievance Procedure)

Policy 3:70 (Succession of Authority)

Policy 4:15 (Identity Protection)

Policy 4:130 (Free and Reduced-Price Food Services) – Third Exhibit

Policy 5:10 (Equal Employment Opportunity and Minority Recruitment)

Policy 5:20 (Workplace Harassment Prohibited)

Policy 5:120 (Employee Ethics; Conduct, and Conflict of Interest)

Policy 5:190 (Teacher Qualifications)

- Policy 5:230 (Maintaining Student Discipline)
- Policy 5: 250 (Leaves of Absence)
- Policy 5:285 (Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers)
- Policy 5:300 (Schedules and Employment Year)
- Policy 5:330 (Sick Days, Vacation, Holidays, and Leaves)
- Policy 6:70 (Teaching About Religions)
- Policy 6:80 (Teaching About Controversial Issues)
- Policy 6:180 (Extended Instructional Programs)
- Policy 6:210 (Instructional Materials)
- Policy 7:20 (Harassment of Students Prohibited)
- Policy 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)
- Policy 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment)
- Policy 8:70 (Accommodating Individuals with Disabilities)

5.1.6 Acceptance of Donation – Special Education

5.1.7 Acceptance of Surety Bonds

Ayes: Spatz, Datta, Liebl, Spurlock, O’Connor, Breymaier, and Broy
 Nays: None
 Absent: None
 Motion passed.

5.2.1 ACTION ON HOLMES ADDITION LOCATION

Liebl moved, seconded by Spatz, that the Board of Education, District 97, approves the revised Holmes addition plan and authorizes STR Partners LLC (Architect) and Bulley and Andrews to provide services for the Project, which includes a two story, six classroom design, with three classrooms and other renovations referred to as (option B) for total costs not to exceed \$8,760,000.

Ayes: Liebl, Spatz, Spurlock, O’Connor, Datta, Breymaier, and Broy
 Nays: None
 Absent: None
 Motion passed.

5.2.2 ADOPTION OF BUILDING USAGE FEES

Breymaier moved, seconded by Spatz, that the Board of Education, District 97, approves the modification of the facility usage fees in the following manner: 1) Grandfather organizations that have used the facilities within the last school year, by charging a ten percent increase over the 2016-2017 charges. 2) For those organizations that have not been charged historically for weekday or Saturday custodial overtime, such as PTO, Cast, Bravo, OPEF and scouting groups, will not be charged during the 2017-2018 school year over what was paid during the 2016-2017 school year. 3) Any new organizations that requests use of district facilities will be categorized and charged based on the new fee structure the Board approved in July 18, 2017. 4) A certificate of insurance will be necessary for all groups not covered by District 97’s liability insurance policy.

Ayes: Breymaier, Spatz, Liebl, Spurlock, O’Connor, Datta, and Broy
 Nays: None
 Absent: None
 Motion passed.

5.2.3 ACTION ON INDIGENOUS PEOPLES’ DAY

Datta moved, seconded by O’Connor, that the Board of Education, District 97, declares that we, as a district, commemorate Indigenous Peoples’ Day to be recognized on the same day as Columbus Day in 2017. This motion does not replace Columbus Day due to limitations in the Illinois School Code. This motion acknowledges the Board’s desire to recognize the contributions, cultures, and dignity of indigenous peoples.

It was noted that the School Code dictates that Columbus Day must be recognized in the District’s calendars. This motion would give the District the opportunity to make the decision again next year. It was noted that Indigenous Peoples’ Day could be recognized on the last Monday in September too, however; it was too late to make that determination for this year.

Ayes: Datta, O’Connor, Liebl, Spatz, Spurlock, Breymaier, and Broy

Nays: None
Absent: None
Motion passed.

5.2.4 ACTION REGARDING APPEAL

Spatz moved, seconded by Datta, that the Board of Education, District 97, based upon and after the Board’s consideration of the written appeal filed on September 6, 2017 pursuant to Board Policy 2:260, Uniform Grievance Procedure, as well as the information submitted by the administration related to its grievance investigation, that the Board of Education amend the Superintendent’s grievance decision dated August 18, 2017.

Ayes: Spatz, Datta, Liebl, Spurlock, O’Connor, Breymaier, and Broy
Nays: None
Absent: None
Motion passed.

CONCLUDING ITEMS

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BOARD REMARKS

Interest was expressed in knowing when the DIVCO survey results will be shared with the Board.

It was noted that a new law was passed, making the PE waiver a mute-point. Interest was expressed in hearing an update on the topic anyway.

It was reported that the architects won an award for the District’s office building design and member Spatz will be attending a dinner next week when the award is given to STR.

The Collaboration IGA Governing Board meeting is tomorrow evening. A 65 page report has been posted on the Website. The next IGA Governing Board meeting will be held in November and is the Annual Tri-Board meeting.

It was noted that the Wednesday Journal reported that the maintenance team has moved out of the warehouse. It was suggested that someone update the paper with the correct information.

Member Datta attended the GTD Ad Hoc committee meeting yesterday. She noted that it was a successful meeting; the group was engaged and Dr. Jackson was fabulous. Dr. Kelley reported that a communication will go out after each meeting.

It was noted that Vice President O’Connor will not be in attendance during the October 10, 2017 Board meeting.

Concern was expressed regarding presentation decks not being available for public review. It was noted that past practice is to post the updated decks with the approved minutes.

Concern was expressed regarding the protocol on who confirms with committees when they are scheduled for a presentation to the Board. It was noted that the Board Liaison, administration or the Committee Secretary could advise.

Vice President O’Connor invited the Board members to read his email (sent earlier today) regarding the importance of teacher quality. Discussion occurred on this topic. Dr. Kelley noted that administration is looking at ways to strategically staff the buildings, taking into consideration the staffing needs to supply the tier two and three instruction and meet the needs of the children. Concern was expressed about the perception of the parents in the know getting what they want. It was suggested that the policy committee talk about a framework of what should be a policy, and include this discussion as part of the next Board retreat or include it in the next staffing update.

Member Liebl shared a packet of information regarding transgender support and models. She recommended the Luries model and suggested that the district could do a lot more to support the transgender students. Discussion occurred on this topic and several suggestions were made. It was agreed that members Spatz and Liebl will meet with Dr. Kelley to discuss this topic.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, President Spurlock declared the meeting adjourned at 10:11 p.m.

Board President

Board Secretary