

**Official Minutes of the  
Oak Park Board of Education District 97  
260 Madison Street, Oak Park, Cook County, Illinois  
November 14, 2017 Board Meeting**

President Spurlock called the meeting to order at 6:02 p.m.

ROLL CALL

Present: Spatz, Spurlock, Liebl, O'Connor (6:03 p.m.), Breymaier, Broy and Datta (6:03 p.m.)  
Absent: None  
Also Present: 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 Ebonye Lofton, Senior Director of Policy, Procedures and Communication Chris Jasculca, Senior Director of Administrative Services Dr. Felicia Starks Turner, Senior Director of Equity and Excellence Dr. Carrie Kamm, and Board Secretary Sheryl Marinier

**EXECUTIVE SESSION**

EXECUTIVE SESSION

Spatz moved, seconded by Breymaier, that the Board of Education move into Executive Session at 6:02 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees or Legal Counsel for the District 5 ILCS 120/2(C)(1), Sale or Lease of Real Property 5 ILCS 120/2(C)(6).

Ayes: Spatz, Breymaier, Liebl, Spurlock, and Broy  
Nays: None  
Absent: O'Connor, Datta (both arrived after the vote)  
Motion passed.

**OPEN SESSION**

OPEN SESSION

O'Connor moved, seconded by Breymaier, that the Board of Education move into Open Session at 6:58 p.m. All members of the Board were in agreement. The meeting reconvened at 7:05 p.m.

**PROCLAMATION RECOGNIZING SCHOOL BOARD MEMBER DAY**

PROCLAMATION

Dr. Amy Warke read a proclamation in honor of the School Board members.

**PUBLIC COMMENT**

None

PUBLIC COMMENT

**ACTION ITEMS**

ACTION ITEMS

**APPROVAL OF MINUTES FROM THE OCTOBER 10, 2017 BOARD MEETING**

Liebl moved, seconded by Spatz, that the Board of Education, District 97, approve the minutes from the October 10, 2017 and October 24, 2017 regular Board meetings, and the October 23, 2017 special Board meeting.

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

**APPROVAL OF THE CONSENT AGENDA**

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

5.2.1 Approval of Bill List

5.2.2 Approval of Personnel

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

**ADOPTION OF ESTIMATED LEVY**

Spatz moved, seconded by Breymaier that the Board of Education of Oak Park District 97, approve the estimated 2017 levy as presented at the October 24, 2017 meeting as outlined in the attached Certificate of Levy.

Alicia Evans reported that the numbers have not changed since the original presentation. She asked the Board to approve the preliminary levy this evening, with the final levy scheduled for approval next month.

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

**ADMINISTRATIVE ITEMS**

ADMINISTRATIVE ITEMS

**DATA SERVICE AGREEMENT WITH HOUSING FORWARD**

Carolyn Newberry Schwartz, Executive Director of the Collaboration for Early Childhood and Linda Schuller, The Executive Director of Housing Forward shared a data sharing agreement for the Board’s consideration. They explained that the agreement is to assist in making the referral process easier for homeless families. Schuller explained that her organization supports families in need, however; it is sometimes difficult to identify these families. They reported that they have met with Dr. Kelley, Laurie Campbell and Sherrie Green, noting that since Green registers the children for school, she has the ability to identify the families who are in need. Currently, Green shares information with the families about services and it stops there. With this agreement, Green will be able to share the families contact information with Housing Forward who will reach out to the families.

Newberry Schwartz and Schuller asked the Board to approve this agreement at their next meeting. Once approved, they will work with the district to coordinate an in-service for the Social Workers. They suggested that they report back to the Board in about a year to share an update on their progress.

An error was identified on page 39 of the agreement noting that the organization is Housing Forward, not the Education Foundation.

**LINCOLN RENOVATION UPDATE**

Evans reported that Lincoln School is still in need of an extra Kindergarten classroom. She reported that the school has divided one large classroom into two spaces, but this solution did not prove to be helpful as the noise level is very high. Evans met with the teachers and parents and also asked the Facilities Advisory Committee (FAC) to tour the building. Jennifer Costanzo from STR was asked to review the situation and share her recommendation. Costanzo offer the following suggestions;

- 1) Install a permanent wall dividing the spaces
- 2) Install an accordion wall between the spaces
- 3) Install a wall with sound barriers
- 4) Consider a mobile classroom for one of the classes

Evans reported that a permanent wall dividing the spaces is the best option and also comes in as the least expensive option at \$60,000. She reported that if the Board approves this work at their next meeting, it can be completed over the winter break. She reported that some controls will need to be relocated and a new entrance will need to be created. Additionally, Evans reported that this work can be added as a change order to the 2017 summer work schedule.

It was suggested that Evans tour the Whittier Kindergarten, 1-2 classroom set up, as it uses a partial wall to divide spaces and appears to be functional.

**MCADAMS LANDSCAPING CONTRACT**

Evans referenced information shared with the Board regarding the services provided by McAdams Landscaping. She reported that there have been constant concerns about the quality of service provided by the company and at times, other landscaping services have been hired to complete the work that McAdams was contracted to complete. She explained that no services are required over the winter, allowing the district time to request bids.

Evans recommended terminating the contract with McAdams and shared that legal supports this action.

## PRESENTATION TO REVIEW FINANCING PLANS AND RESOLUTION FOR DSEB

Evans and Elizabeth Hennessy from Raymond James shared the marking update and the resolution for DSEB. They noted that on October 25, 2016, the Board of Education passed a resolution regarding its intent to sell \$16,000,000 of Working Cash Fund Bonds. Subsequently, \$6,000,000 of the \$16,000,000 in bonds was sold in December of 2016. As a result, the remaining \$10,000,000 in bonds will be sold in December of 2017. The funds will be used to fund capital projects. Specifically, the remaining life safety projects and the Holmes expansion will be completed with the DSEB dollars. These projects will be completed during the summer of 2018. The Lincoln and Longfellow life safety projects will be postponed until the summer of 2019 to coincide with the proposed expansion of those schools.

In November of 2016, the required public hearing and notice requirements were satisfied in accordance with applicable laws. Therefore, the Board's next action steps involve the discussion of the financing plan for the 2018 summer work. In addition, the approval of the Bond Resolution is required at the November 27, 2017 meeting.

## **BOARD ASSIGNMENTS**

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ASSIGNMENTS**

### **STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP (as needed – FAC, FORC, CCE and CLAIM) FACILITIES ADVISORY COMMITTEE (FAC)**

A summary from the last FAC meeting was shared with the Board. It was reported that the CAP-X timeline was completed in two meetings. It was reported that many families are curious about HVAC plans, and that FAC is sharing their thinking with the new CCE committee.

### **FINANCE OVERSIGHT AND REVIEW COMMITTEE (FORC)**

FORC is schedule to meet on November 21, 2017.

### **COMMITTEE FOR LEGISLATION ACTION, INTERVENTION AND MOITORING (CLAIM)**

It was reported that the CLAIM Your Voice forum was held recently and was successful despite the bad weather. The student participants were great and there were performances by the Jazz Band and Spoken Word. The committee is currently considering dates for their next event.

It was reported that the committee is in need of three new members.

The Board expressed interest in having the CLAIM committee look into the digitization of public records as a possible IASB resolution, noting that the district currently has about 75 years of paper records of students which they are required to maintain by law.

### **COMMITTEE FOR COMMUNITY ENGAGEMENT (CCE)**

It was reported that Board members were available to talk with the community following the CLAIM event, but the event ran later than anticipated.

It was reported that the last CCE meeting did not have quorum, but will be meeting again on November 15, 2017.

### **INTERGOVERNMENTAL LIAISON REPORT FOLLOW UP (as needed – IGOV, COG, PTO Council, CEC, OPEF, Community Council, Tri-Board on Equity, Policy, and Self-Evaluation)**

### **OAK PARK EDUCATION FOUNDATION (OPEF)**

It was reported that OPEF has decided to eliminate one day programming.

### **IGOV**

It was reported that IGOV held their assembly last week where they discussed urban planning and development in Oak Park. The event was well attended and Member Breymaier moderated one of the panels.

### **PARENT TEACHER ORGANIZATION COUNCIL (PTOC)**

It was reported that PTOC met on October 30, 2017. They complimented the Board video recaps and expressed interest in viewing future updates. They expressed interest in having the weekly updates emailed to parents on a day other than Friday, noting that Friday's are a bad day for families. Additionally, they expressed interest in having the really important information pieces come directly from the teachers.

### **IASB RESOLTUION POSITIONS**

The Board discussed the list of resolutions that will be voted on during the upcoming Joint Conference and decided that since they were in agreement with the selection that no delegate would be sent to vote on behalf of the Board this year.

## COMMITTEE PROTOCOLS

Member Spatz shared the history of the Board committee's creation, noting that the Board currently has four committees; each with a slightly different charge. More formality about how the Board directs these committees was recommended, suggesting that the committees need more direction and focus on the will of the Board.

A draft committee protocol was shared for consideration. The document recommended seven committee members for each committee, and it was suggested that each committee be assigned a secretary. Additionally, service requirements need to be clearly stated and appointments of interims should be completed as necessary. The document also addresses attendance issues.

It was suggested that each committee plan an annual work plan.

The Board members were asked to provide feedback for the Policy committee regarding the document. Concern was expressed that community members do not know how to express interest in Board committees, and that some committees may not know what the procedure is to solicit for new membership.

Member Breymaier offered to look up the Village document on committee structure and share it with the Board.

It was agreed that the draft committee protocol document should be shared with the Policy committee and committee chair people for review. It was suggested that the committee secretary be asked to send it out to all the committees with a cover letter.

## SUPERINTENDENT'S REPORT

This item was tabled due to Dr. Kelley's absence.

SUPERINTENDENT'S  
REPORT

## CONCLUDING ITEMS

### BOARD REMARKS

Perry Hill's slides on Board committees were shared.

CONCLUDING  
ITEMS

Carrie Kamm shared an early draft of the Equity policy.

FORC drafted an anti-fraud policy and sent it to legal, who expressed concerns. Alicia Evans will work with legal on this document.

Evans will also review the Financial Transparency policy before it is shared with the Board.

The question of how the district recruits long-term subs and supports them was suggested for the Parking Lot.

It was reported that the CLAIM event was great, but concern was expressed regarding the fact that the student performers were extremely non-diverse. It was suggested that the district ensure that diversity be considered in the future.

It was reported that the EDI pilot team will be meeting tomorrow and an update will be shared with the Board. EDI will be sharing a presentation with the community on Thursday evening at the Maze Library.

Dr. Kelley will be hosting a Community Café Series on November 29, 2017 where she will chat with the community about the 2017-2018 school year.

Members Spatz and Datta met yesterday to consider the creation of a framework around community organization engagement. They will try to establish a way to unify the groups and partner groups. Member Spatz recommended that a framework be considered so community organizations know what to expect and so administration does not need to make judgement calls all the time. They will try and get a draft prepared in time for the next Policy Committee meeting.

The PTO's hosted an event last night with Amanda Lewis where she worked on building on the ideas that she shared during her last visit to the district. Amy Warke explained that communications on how the School Improvement Plans are working on equity and inclusion have been sent out. The district will continue conversations on how they are helping to close the achievement gap. Carrie Kamm met with Naomi Priddy today about ideas regarding the library Multi-Cultural center.

**BOARD MEETING AGENDA FOR FUTURE MEETINGS**

The Board meeting agenda for November 27, 2017 was reviewed and revisions were recommended.

**EXECUTIVE SESSION**

**EXECUTIVE  
SESSION**

Spatz moved, seconded by Breymaier, that the Board of Education move into Executive Session at 9:11 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees or Legal Counsel for the District 5 ILCS 120/2(C)(1)).

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

**OPEN SESSION**

**OPEN SESSION**

Datta moved, seconded by Breymaier, that the Board of Education move into Open Session at 9:26 p.m. All members of the Board were in agreement.

**ADJOURNMENT**

**ADJOURNMENT**

There being no further business to conduct, President Spurlock declared the meeting adjourned at 9:26 p.m.

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Board President

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Board Secretary