

**Official Minutes of the
Oak Park Board of Education District 97
260 Madison Street, Oak Park, Cook County, Illinois
September 4, 2018 Meeting**

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

ROLL CALL

Present: Spurlock, O'Connor, Spatz, Liebl, Broy, Breymaier, and Datta (arrived at 6:33 p.m.)
Absent: None
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Paul Starck-King, Assistant Superintendent for HR Laurie Campbell, Senior Director of Special Services Ebony 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, Senior Director of Buildings and Grounds Jeanne Keane, and Board Secretary Sheryl Marinier

EXECUTIVE SESSION

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Spatz moved, seconded by Breymaier, that the Board of Education move into Executive Session at 6:03 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees or Legal Counsel 5 ILCS 120/2(C)(1), Collective Negotiations 5 ILCS 120/2(C)(2))

Ayes: Spatz, Breymaier, O'Connor, Spurlock, Broy, and Liebl
Nays: None
Absent: Datta (arrived at 6:33 p.m.)
Motion passed.

OPEN SESSION

OPEN SESSION

O'Connor 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 continued with all Board members present at 7:06 p.m.

PUBLIC COMMENT

None

INTRODUCTION OF NEW STAFF

SUPERINTENDENT'S REPORT

ATTENDANCE UPDATE

Senior Director Felicia Starks Turner, and Principal John Hodge, joined Dr. Kelley at the table. Dr. Kelley explained that across the nation, districts are paying attention to chronic absenteeism (defined as out of school for any reason). She explained that if students are not in the classroom there is a significant impact on their performance over time. She shared a video on the topic and noted that one out of 14 District 97 students are chronically absent. She noted that the district's excellence target this year is 98 percent attendance. Monthly attendance reports that also report on aggregates will be shared with the Board on a monthly basis.

PERSONNEL ACTION

Principal Hodge reported that through MTSS, Irving School performs data dives three times a year. He shared the data from April 30, 2018 which showed the data with comparisons from last year. Hodge shared examples of interventions that are being used to support good attendance;

Tier 1

- Student agreeing with the statement "I belong"
- Creating Irving Families (12 students from first – fifth grades in each group)
- Chill zones (safe place) in each classroom
- Post-It notes of when they felt like they belonged
- Post-It note positive messages on students' lockers

PUBLIC COMMENT

SPECIAL REPORTS

ATTENDANCE UPDATE (Continued)

Tier 2

- Personalized early outreach
- School Nurse or Social Worker communication with families to develop individualized plans

Tier 3

- Coordinate or inter-agency response
- Oak Park Children's Clinic – offers medical, behavioral, and dental care. A portable dentist office is located on site annually at Irving to offer preventative dental care free of charge. 139 students were served last year

Dr. Kelley shared that the district has a Family Engagement Committee. The committee meets three times a year and will focus on Tier 1 this year. She reported that ESSA data will include all absence excuses, so if a student bubbles up, they will know the reason why, and be able to connect the family with the proper services.

Board comments included a suggestion to report attendance by days instead of percentage. Administration was encouraged to remind students to not attend school when they are contagious, or when there is an important family event, such as a funeral. It was suggested that administration encourage parents to communicate with teachers early when they know their student will miss school so that make up work can be scheduled. Interest was expressed in the kinds of absences year to date, current and cumulative. Interest was expressed in knowing if the data will consider half day attendance, and if the administration has considered looking at busing status.

It was explained that, according to ESSA, 90 percent attendance or less is considered chronic. That translates into 17.6 days. Dr. Kelley explained that this is important data to the district. The students only have 178 contact dates this year. A full day counts as 240 minutes, and 119 minutes or less does not count at all.

PILLAR 1 UPDATE

Dr. Kelley shared vision documents, and improvement plans with each of the Board members. She shared the four pillars from the vision, along with priorities assigned to each, and their rationale. She addressed each pillar and highlighted the status of several priorities in each one. Dr. Kelley noted that the Curriculum Committee is working on common assessments for K-5 and 6-8. She reminded the Board that administration is focused on attendance data this year and will need to move slowly with other forms of data.

Dr. Kelley explained that when she started in 2015, she could not say that all teachers in a grade were using a common assessment; now she can. She explained that different assessment mean different levels of rigor. The current priority is to strengthen the rigor of the testing, and ensure that the assessments are as rigorous as the ones that would be given by the state. Amy Warke explained that if a question is worded correctly on a test, it might be able to assess two or three skills. Special trainings are planned to ensure that the staff is prepared to administer these assessments.

Dr. Kelley noted the need for a written curriculum. She explained that she is not talking about textbooks, but a guide that is used to determine outcomes.

Interest was expressed in understanding why the IB program is the structure that will get the students to where they need to go. Warke explained that time is needed to master the process. She noted that IB focuses on higher rigor, and helps students get to where they need to be. IB allows them to be independent thinkers. She reported that units that have already been developed are being reviewed to help them support the skills of other units. Dr. Kelley assured the Board that IB is a really good match for this community. It promotes students to be involved in the community, and encourages a passion to solve problems. She noted that Shaker Heights has been highlighted through MSAN as an IB district that has found a way to increase rigor. It was noted that the Chicago Public School students in IB schools are doing better than the traditional schools. Warke noted that scheduling is still a problem and causes some students to not get the full IB experience. She noted that the district is working on different scheduling options and opportunities. She suggested that the district will be ready to launch a new middle school schedule in August of next year.

PILLAR 1 UPDATE (Continued)

Board comments included interest in seeing more data on the success of IB, asking, what are the best practices, is it implementation or classes?

SUMMER PROFESSIONAL DEVELOPMENT UPDATE AND PROFESSIONAL DEVELOPMENT PLAN AND CALENDAR FOR SY19

Warke came to the table with Emily Fenske. They reported that all professional development work is grounded in the vision. Twelve summer professional development events (labs, and sessions) were led by external consultants or the instructional coach team. 97 different teachers participated, with 36 of them attending multiple sessions.

This year, the team is offering job-embedded supports, and supports for school-based professional learning committees led by the Instructional Coaches and external consultants. Some of the workshops will be led by experts in the field, including Meenoo Rami, Paula Kluth, and Dr. Yvette Jackson.

It was noted that Emily Fenske is a Fellow with Learning Forward, a national organization for professional development. She is one of 50 leaders who will participate in a two and a half year program.

Warke reported that administration meets with the principals three times a month. The meetings have been restructured to focus on professional development. She noted that the learning now includes the assistant principals.

ACTION ITEMS

ACTION ITEMS

3.1.1 APPROVAL OF THE MINUTES FROM THE AUGUST 14, 2018 BOARD MEETING

Spatz moved, seconded by Broy, that the Board of Education, District 97, approve the amended minutes from the August 14, 2018 Board Meeting. Roll call vote.

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

3.2 APPROVAL OF CONSENT AGENDA

Spatz moved, seconded by Breymaier, that the Board of Education, District 97, approve the consent agenda. Roll call vote.

- 3.2.1 Approval of Bill List
- 3.2.2 Personnel Action
- 3.2.3 Approval of Disposal of Property

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

3.3.1 APPROVAL OF ALMA CONTRACT

Datta moved, seconded by O’Connor, that the Board of Education, District 97, approve the agreement with Alma Advisory Group for recommendations and planning for recruitment and hiring for diversity and equity, at a cost of \$30,000. Roll call vote.

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

3.3.2 APPROVAL OF INTERGOVERNMENTAL AGREEMENTS RELATED TO LINCOLN/LONGFELLOW CONSTRUCTION

Spatz moved, seconded by Liebl, that the Board of Education, District 97, approve the Intergovernmental Agreement with the Park District of Oak Park regarding the partial and temporary suspension of aspects of three agreements that will be impacted by the Lincoln and Longfellow construction projects starting this fall and continuing until the start of the 2019-2020 school year. Roll call vote.

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

SUPERINTENDENT’S
REPORT

3.3.3 RESOLUTION PROVIDING FOR THE ISSUE OF NOT TO EXCEED \$7,650,000 GENERAL OBLIGATION LIMITED TAX SCHOOL BONDS FOR THE PURPOSE OF INCREASING THE WORKING CASH FUND OF THE DISTRICT, PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS, AND AUTHORIZING THE PROPOSED SALE OF SAID BONDS TO THE PURCHASER THEREOF.

Spatz moved, seconded by Breymaier that the Board of Education, District 97, approve the resolution providing for the issue of not to exceed \$7,650,000 general obligation limited tax school bonds, series 2018, of school district number 97, Cook County, Illinois, for the purpose of increasing the Working Cash Fund of said School District, providing for the levy of the direct annual tax to pay the principal and interest on said bonds, and authorizing the proposed sale of said bonds. Roll call vote.

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

3.3.4 APPROVAL OF PREVAILING WAGE RATES

Spatz moved, seconded by Spurlock that the Board of Education, District 97, approve the Prevailing Wage Rates for the 2018-19 school year as per the attached delineated rates. Roll call vote.

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

3.3.5 APPROVAL OF A MEMORANDUM OF AGREEMENT WITH THE OPTA REGARDING NATIONAL BOARD CERTIFICATION

Datta moved, seconded by Breymaier that the Board of Education, District 97, approve the Memorandum of Agreement with the Oak Park Teachers’ Association that allows, in a non-precedential agreement, eight teachers to receive an additional \$1,153.92 in compensation for attainment of National Board Certification in order to increase their mid-year recognition payment to \$6,153.92. Roll call vote.

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

ADMINISTRATIVE ITEMS

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SURETY BONDS – FIRST REVIEW

Paul Starck-King reported that Policy 2:110 requires the District Treasurer to be bonded. He explained that this is a normal process for the Board, noting that he will have the bond ready for Board approval on September 25, 2018.

APPROVAL OF SUPPORTING ORGANIZATIONS

Starck-King reported that some supporting organizations are covered under the district's liability insurance, like Oak Park Education Foundation and P.I.N.G., but their events need to be pre-approved by the Board of Education. He shared a partial list of events and explained that the Board will be asked to approve a more detailed list on September 25, 2018. He explained that if an organization needs to add an event later in the year, an updated list can be brought to the Board at that time.

BOARD ASSIGNMENTS

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

President Spurlock reminded the Board members that they should be switching to the new committee assignments. The Board Secretary was asked to send out a list of committee dates.

Facilities Advisory Committee (FAC)

It was reported that the FAC committee has a new member, Paul Moore, but the committee is still in need of additional members. Concern was expressed that names of potential members have been shared and the people have not been contacted.

It was reported that the district received a bid packet from Bulley and Andrews recently. The packet was compared to previous estimates, and some assumptions on when Bulley and Andrews would be paid though out the year have been made. This topic will be on the FAC agenda for next week.

It was noted that timing will be important and should be considered when building the Board agenda calendar for the year. It was suggested that the Levy may need to be reconsidered.

Finance Oversight and Review Committee (FORC)

The committee shared in a long discussion on the timeline needed to complete all financial decisions this fall, noting that there are some very substantive decisions that the Board will need to take before the first meeting in December.

It was noted that the FORC committee is also in need of new members.

The next FORC committee meeting is scheduled for September 18, 2018.

It was noted that the construction needs and finances associated with them need to be determined prior to making a decision to sell bonds. For this reason, a FORC update was recommended during the September 25, 2018 Board meeting, and it was suggested that the Board consider holding a special meeting to focus on the financial needs. It was suggested that the Board consider scheduling 15 – 20 minutes at every Board meeting moving forward for a financial update.

Interest was expressed in hearing about the final cost of the Holmes School construction. Starck-King noted that as of June 30, 2018, a lot of invoices are still outstanding. He did note that there have been no problems regarding the new construction.

Board Agenda Schedule

Board members were asked to send their input on the Board Agenda Schedule to President Spurlock.

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

IGOV

It was reported that during the last IGOV meeting, a draft copy of a joint FYI on the non-binding referendum was shared, and those in attendance participated in a candid conversation on shared expenses. It was also reported that there was no representation from the Village at that meeting.

Committee for Community Engagement (CCE) / Equity Policy

It was noted that the structure of the CCE committee is different from the other, more successful committees, as the others provide advice, but the CCE committee has been given tasks to complete. It was reported that the committee

Committee for Community Engagement (CCE) / Equity Policy (Continued)

chairperson is willing to continue serving on the committee, but is no longer interested in serving as the chairperson. The Board was asked to think about if they want the committee to continue, and if so, to think about how they would like to utilize their services.

Interest was expressed in reviewing the feedback collected on the equity policy, reviewing the extent of the type of feedback that was received, noting if there were any follow up questions, and considering if there are questions that have not been addressed. After a brief discussion, the Board agreed to ask the Policy Committee to review this data.

The Board discussed whether or not to continue this committee. It was suggested that the committee's focus be on board communications, which is a zero resource area, and what human effort does the Board want to put into this process. Interest was expressed in a one page documents to help make the decision. It was noted that the committee conducted a survey of the community and were planning workshops for the Board on how to address what they heard from the community. The Board was asked to consider if the committee should continue, noting that if it does, a new chairperson, and new members would need to be recruited. They were also asked to consider to what extent the equity policy outreach should be part of that committee's charge.

CONCLUDING ITEMS

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BOARD REMARKS

Administration was complimented on a successful opening of the new school year, noting that the chatter on Twitter and email communications has all been supportive. It was noted that students are being encouraged to improve themselves, and learn from their peers. The Board was reminded that teachers are preparing students for professions that do not even exist yet.

The Board members were reminded about the IASB Legislative Breakfast scheduled at East Leyden High School, noting that the event should be well attended, and a list of legislators planning to attend will be shared.

Members Spatz and Breymaier will begin working on the transportation concerns in the near future, and the Board should anticipate a monthly report.

Emily Fenske was acknowledged for her organization of the New Staff Orientation.

It was suggested that the teacher should represent the assessment testing in a positive way in order to influence the students' opinion of the assessments. Dr. Kelley shared that the State may be moving away from the PARCC test, and she shared that last year the district saw an opt out rate of about 30 percent. Interest was expressed in seeing the metrics and targets by school, noting that weaknesses might be identified at the school level.

AGENDA MAINTENANCE

The draft agenda for the September 25, 2018 Board meeting was reviewed and revisions were recommended.

It was reported that updated budget documents will be sent to the Board after they have been reviewed by the FORC committee on September 18, 2018. Starck-King offered to send the budget updates to the Board as they become available and to include a copy of the five-year forecast that aligns to the documents that he will be sharing.

An updated tentative budget was shared that indicated a deficit. A brief discussion regarding the budget process took place. Interest was expressed in more information and a memo from the Chief Financial Officer that explains the difference between the 2017-2018 budget, and the proposed budget for 2018-2019. A running tally was suggested, and interest was expressed in understanding where the district stands regarding the sale of the warehouse, and how that is identified within the 2018-2019 budget. Starck-King assured the Board that the budget is still incomplete, and he expects that the deficit indicated in the document shared this evening, in the end, will be marginal.

The Board was reminded that they took action last year to recognize Indigenous People Day along with Columbus Day. The action taken last year was for one year only. The Board members were asked to let President Spurlock know if they would be interested in taking action again this year, but making the action more permanent.

ADJOURNMENT

There being no further business to conduct, President Spurlock declared the meeting adjourned at 9:55 p.m.

ADJOURNMENT

Board President

Board Secretary