

**Official Minutes of the
Oak Park Board of Education District 97
260 Madison Street, Oak Park, Cook County, Illinois
October 9, 2018 Meeting**

President Spurlock called the meeting to order at 6:20 p.m.

ROLL CALL

Present: Spatz, Spurlock, O'Connor, Liebl, Breymaier, Broy (6:24 p.m.) and Datta (6:24 p.m.)
Absent: None
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Paul Starck-King, Chief Academic and Accountability Officer Dr. Amy Warke, Senior Director of Special Services Ebony Lofton, Senior Director of Administrative Services Dr. Felicia Starks Turner, Senior Director of Equity Dr. Carrie Kamm, and Board Secretary Sheryl Marinier.

EXECUTIVE SESSION

Breymaier moved, seconded by Spatz, that the Board of Education move into Executive Session at 6:21 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees or Legal Counsel 5 ILCS 120/2(C)(1))

EXECUTIVE SESSION

Ayes: Breymaier, Spatz, O'Connor, Liebl, and Spurlock
Nays: None
Absent: Datta and Broy arrived at 6:24 p.m.
Motion passed.

OPEN SESSION

O'Connor moved, seconded by Spatz, that the Board of Education move into Open Session at 6:41 p.m. All members of the Board were in agreement. The meeting reconvened at 7:02 p.m.

OPEN SESSION

RECEPTION – PRINCIPAL APPRECIATION

President Spurlock read the following proclamation.

PROCLAMATION FOR PRINCIPAL APPRECIATION

WHEREAS, school principals play an important role in the education and growth of children in elementary, middle, and secondary schools throughout the Village of Oak Park; and,

WHEREAS, school principals are responsible for promoting education and working with parents and teachers to ensure that each child receives services that meet their needs to excel in the classroom; and,

WHEREAS, it is the primary responsibility of the Oak Park Elementary School District 97 to preserve and improve resources for schools so that all students have the opportunity to receive a quality education and foundation for a successful future; and,

WHEREAS, the Board of Education, which represents Oak Park Elementary School District 97, believes that learning is a lifelong process and that the education of our children is the highest priority; and,

WHEREAS, for that reason, the Board of Education is dedicated to developing, supporting, and advocating for innovative school leaders; and,

WHEREAS, educational leaders face many challenges in educating our young people and it is through their perseverance and passion that Oak Park Elementary School District 97 is able to continue to produce quality, career ready students; and,

WHEREAS, we must continue to encourage, support, and recognize those who have a positive impact on District 97 students and the educational system in the Village of Oak Park.

THEREFORE, the Board of Education of Oak Park Elementary School District 97 proclaim the month of October, as Principal Month to recognize principals for all they do to help our children learn and succeed.

PUBLIC COMMENT

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None

SPECIAL REPORTS

SPECIAL REPORTS

5-YEAR FORECAST AND PRESENT ESTIMATED LEVY

Paul Starck-King came to the table. He explained that the School Code requires the school board of each district prior to the adoption of its aggregate levy to determine the amount of money estimated to be raised by taxation for that year upon the taxable property in its district (35 ILCS 200/18-600). These amounts must be certified and filed with the County Clerk on or before the last Tuesday of December annually. The timeline for this year is as follows;

- October 9, 2018 Estimated 2018 Levy Presented
- October 23, 2018 Adopt Estimated 2018 Levy and Authorize publication
- November 27, 2018 Present Final 2017 Levy
- December 11, 2018 Public (Truth in Taxation) Hearing and Adopt Final Levy

Starck-King reminded the Board that a Tax Levy is a request for tax dollars. The request is generally estimated to ensure generating maximum allowable revenue under the tax caps. A district cannot receive more taxes than asked for in each fund within the levy. He also explained that a tax extension will reduce the ask under these conditions;

- If a fund’s tax rate is restricted, the ask in that fund will be reduced as the tax rate cannot exceed the fund’s legal limit
- If the aggregate tax levy generates a total tax rate which exceeds the tax cap

Starck-King explained that the Debt Service is levied and extended by Cook County per Bond Resolutions, noting that a bond abatement was approved by the Board in LY2017 to reduce this amount and the DSEB bond sale was delayed.

Under PTELL (a school district’s property tax extension), the amount of property taxes the school district receives in tax revenue can increase annually between zero percent and five percent by the rate of inflation as measured by the All Urban Consumer Price Index (CPI-U). If the preliminary and final levy will exceed five percent of last year’s extension, a Truth In Taxation notice needs to be published and a Truth in Taxation (Public) Hearing held prior to adoption. Starck-King noted that the district has had the practice of publishing notice and holding a public hearing even when not required to do so.

Starck-King reported that the 2017 Extension was \$70,880,461, and the recommended 2018 estimated Levy is \$72,973,461, a difference of \$2,093,000. He explained that the difference comes from the calculation of the CPI and the new growth.

He reminded the Board that some uncertainties exist;

- Pension shift
- New growth differences (higher and lower)
- Property tax freeze
- Increases in state funding
- Enrollment differences (higher and lower)

Three slides were shared that demonstrates possible projections (additional FTEs, no abatement, added FTE, and no tax reduction).

Board comments included noting that the Board actually approved two abatements in 2017 because none were done in 2016.

It was explained that under the old formula (before 2011 referendum), the district received 52 cents on each dollar. In 2017, it was 60 cents per dollar, but under the new calculations the district does not lose any dollars, but it does get pushed back in line for new dollars. It was noted that after the current TIFs expire, the district will be further back in line for new dollars. Starck-King explained that some decisions (those that are probable) have been imbedded into the model, but those that are highly questionable have not been included.

5-YEAR FORECAST AND PRESENT ESTIMATED LEVY (Continued)

Starck-King noted that the Board could choose to abate or sell \$2,000,000 less in DSEB. He explained that this option would be spread out over the four year period of the DSEB.

In reviewing the sample graphs, it was noted that the original goal was for the funds to not fall below the 25 percent line, and the Board was reminded that the purpose of the referendum size was to meet this need. Starck-King noted that the graph indicates that the referendum was sized properly. Additionally, it was noted that the referendum was sized taking new growth into consideration, most of which is residential.

The Board was polled regarding next steps for estimating the Levy, and responses were as follows;

- Breymaier felt that there is no need for another referendum though at least 2024. He suggested that the district is doing its job. He recommended the abatement or another one-time savings
- Datta suggested that the district needs to abate, at a minimum. She would prefer to see at least some of the funds returned
- Broy supported the one-time abatement or reduction
- Spatz supported a reduction of the Levy, possibly through the non-sale of DSEB
- Spurlock supported the one-time abatement, and expressed concern about anything permanent
- Liebl supported Datta's recommendation. She would like to see the Board make an effort toward a permanent reduction
- O'Connor supported a one-time abatement or reduction, and expressed interest in seeing the curves

It was reported that FORC recommended no abatement. The committee will be meeting again next Tuesday and can review this topic and asked to weigh in again.

A brief discussion took place about what would happen if the district took a permanent reduction, and the next steps that would need to occur to ensure that savings are being planned to make up the difference.

The Board expressed interest in seeing variations on the options; however, they agreed that there is no interest in no abatement at all or a full abatement.

BOARD GOAL SETTING MEETING REVIEW

Four items identified during the July retreat were shared and discussed as potential Board goals for this school year.

The prioritization and expectations around partnerships were discussed, considering what direction the Board gives to administration in this area.

It was suggested that some organizations are interested in knowing how they can be more participatory. Concern was expressed that the process is a continual balancing act, as the schools are a public resource and should be available to the community, but the district needs to be sure that it is not going so far that it impacts the district's core work. It was suggested that, if possible, facility usage for community partners be for little or no cost.

It was noted that the district is leveraging its community partnerships to support the children in a way that may not be visible to the community, suggesting that the district is getting more than it can account for, and able to expend what it offers the children. Concern was expressed that these efforts should be driven by administration.

It was suggested that the Board consider the following goals;

- Supporting the development of partnership prioritization
- Passing the Equity Policy
- Implementing the Equity Policy or other changes that support initiative
- Referendum Update to the community
- Transportation needs
- Revisiting the Board member request process
- Revisiting Community Engagement (ambassador questions)
- Board Transition
- Leading for student achievement
- Reviewing district goals and outcomes

BOARD GOAL SETTING MEETING REVIEW (Continued)

- Reach and negotiate an agreement with two bargaining units
- Parking Lot procedures

It was noted that once the district has a good set of policies around partnerships it will be up to administration to implement them, but right now there is a lack of guidance from the Board related to this area.

It was noted that, due to IB (International Baccalaureate) requirements, the Board charged administration to look at the master schedules to ensure that there is enough time to support the performing arts. This item would fall under the partnership category.

Member Spatz offered to create a survey that will rank the suggested goals, and bring the results back for consideration.

DISTRICT 97 CULTURE AND CLIMATE HANDBOOK COMPONENTS

Carrie Kamm came to the table. She explained that this evening's update is to share the draft table of contents for the Culture and Climate Handbook. She explained that during the 2018-2019 school year, the district's collective focus will be on;

- Increasing the percentage of students who feel like they "belong"
- Increasing the percent of third graders who are reading at or above grade level
- Increasing the percentage of middle school students who are ready for advance course taking

Kamm explained that there needs to be codified decision rules defined for each of the tier interventions, and the district's expectations and practices need to be compiled in one document. This documentation should include decision rules, Tier 1-3 flowcharts, classroom practices, data collection and meeting protocols. She recommended that social emotional learning, such as Second Step, be included in the document, as well as, trauma-informed care, restorative practices, and creating a positive learning environment for all students. She explained that the handbook will be written as a tool for staff, but portions will be available on the website for the community.

Kamm explained that her goal is to complete a solid draft of the handbook by November 1, 2018. She will share it with the PBIS team for review and then the Ad Leadership team. She will introduce parts of the handbook to the teachers during upcoming Institute Days. Her goal is to complete the process by May, 2019.

Board comments included noting the need to empower people at every level to make decisions, and supply really good tools. Interest was expressed in knowing if the handbook will address teacher placement (giving most effective teachers to the students who are most behind).

It was noted that IASB West Cook will be hosting a meeting on March 7, 2019. The topic will be the Board's Role in Addressing the affects of Childhood Trauma on Student Behavior, Health and Learning, and led by a professor from Erikson Institute who lives in Oak Park. The meeting will be held at Lincoln Middle School in Schiller Park.

ACTION ITEMS

ACTION ITEMS

APPROVAL OF MINUTES FROM THE SEPTEMBER 25, 2018 BOARD MEETING

Breymaier moved, seconded by Spatz, that the Board of Education, District 97, approve the minutes from the September 25, 2018 Board.

There was a brief discussion about the motion made on September 25, 2018 regarding the vision document. The Board Secretary explained that the wording of the motions in the minutes was verbatim and should not be modified.

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

APPROVAL OF MINUTES FROM THE SEPTEMBER 28, 2018 SPECIAL BOARD MEETING

Spatz moved, seconded by Broy, that the Board of Education, District 97, approve the minutes from the September 28, 2018 special Board meeting.

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

3.2 **APPROVAL OF THE CONSENT AGENDA**

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

4.2.1 Approval of Bill List

4.2.2 Approval of Personnel

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

3.3 **APPROVAL OF SUPERINTENDENT'S COMPENSATION FOR THE 2018-2019 SCHOOL YEAR**

Spatz moved, seconded by Datta, that the Oak Park Board of Education, School District 97, in the exercise of its discretion, authorizes a 2.1 percent increase in the Superintendent's salary based on her performance evaluation during the 2017-2018 school year. The Superintendent has met the conditions provided in paragraph three of the 2017-2022 Performance Based Superintendent's Contract and, therefore, the Board awards this merit-based increase in base compensation effective July 1, 2018, and paid retroactively to that date.

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

ADMINISTRATIVE ITEMS

NEW PAY RATES FOR SUBSTITUTE TEACHERS AND SUBSTITUTE TEACHING ASSISTANTS

Dr. Kelley explained that administration is looking at comparing pay rates for substitute teachers and substitute teacher assistants compared to other districts. The district is currently trying to employ 266 substitute teachers, and currently only has 154, and would like to have 69 substitute teacher assistants, and now only has 55. She explained that the increase in salary is an effort to help us be more competitive than we are now.

Cathy Hamilton, the substitute coordinator, explained that there is a nation-wide shortage, and suggested that the district needs to be competitive or the qualified candidates will go elsewhere. She has data on 40 other school districts and this data was used to base the recommendation.

Hamilton acknowledged concerns shared about the stringent application process, and reported that the process has been reviewed to ensure that the process is appropriate for the position. She suggested that it is possible that candidates attempted to apply for a position by choosing the wrong online application, which could direct them to the full-time teacher application in error.

After a brief discussion, the Board agreed to support an increase in the substitute teacher salary from \$103 a day to up to \$115 a day.

Additional information was requested before a decision could be made regarding the substitute teacher assistant salary.

- Interest was expressed in knowing what substitute teacher assistants are making in other districts
- Understanding the role of the teacher assistant in the classroom
- What is the Teacher Assistant fill rate?
- How many are typically unfilled, and how often is this happening?

It was agreed that this item will return to the Board for further discussion on October 23, 2018.

LINCOLN/LONGFELLOW CONSTRUCTION UPDATE/BID PACKET #1 RESULTS

Paul Starck-King and Jeanne Keane came to the table. They explained that the bids for bid packet number one had been received and all were acceptable except General Trades. They explained that they received only one bid from Bulley and Andrews in this category and felt that for extending the deadline on this one item would be beneficial. The Board will be asked to approve bid package one items during the October 23, 2018 Board meeting. Even though the General Trades had to go out for rebid, the two step Board approval process can still be maintained.

Board members agreed that if the General Trades bid comes in within budget, and can be reviewed by FAC prior to October 23, 2018, the Board would be okay with approving it in one meeting. It was agreed to make it a separate action item on the October 23, 2018 Board agenda.

It was shared that at Lincoln, column supports will be included in the construction and added to the drawings. This will be beneficial should another addition be needed in the future. It was noted that currently, the Lincoln School construction is coming in about 1,100,000 below the estimated cost, and Longfellow School construction is coming in about \$400,000 over the estimated cost. It was explained that the figures will tighten up even more moving forward.

PILLAR 4 – VITAL SIGNS SCORECARD

Dr. Kelley shared the Pillar 4 metrics. Questions were raised about some of the numbers (custodial standards) and it was suggested that the heading be changed to clearly reflect the purpose behind this metric. It was also suggested that the category labeled “Percent of Expenditures Spent on Education”, should identify it as operating. This item will return to the Board on October 23, 2018 for approval.

TRANSPORTATION GRANT

It was reported that the Village is asking for support from the Board so they can submit a request for a transportation grant. The Board agreed that it would move forward by passing a resolution to support the grant application. Starck-King was asked to connect with the Village to determine immediate needs to submit the grant. Member Spatz shared that he is on the transportation committee and is supportive of this request.

BOARD ASSIGNMENTS

STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP (AS NEEDED –FAC, FORC, CCE AND CLAIM)

Facilities Advisory Committee (FAC)

The summary from the last FAC meeting was included in the Board packet.

Committee for Community Engagement (CCE)

It was reported that the charter was reviewed and both the old and new language was shared with the Board. It was reported that last year the committee was given a lot of assignments, some included reviewing of administrative communication activities. The committee is recommending the removal of language in the committee charge that relates to that kind of work. The recommendation is to reduce the items of committee focus from seven to three. It was noted that a lot of activities that might be requested of the committee have a quicker turnaround time than a monthly meeting would allow.

It was suggested that the committee consider hosting special meetings where specific groups, such as the transportation team, could present their plans and ask for feedback.

It was reported that the committee is in need of new members, and even if it does not enact on the changes to the charge before the new members join the committee, they could focus on some of the language with that in mind.

The Board was asked to take action on this item at a future meeting.

Finance, Oversight and Review Committee (FORC)

It was reported that the next meeting of the FORC committee will be held on October 16, 2018.

INTERGOVERNMENTAL LIAISON REPORT FOLLOW UP (As needed – IGOV, COG, PTO COUNCIL, CEC, OPEF, COMMUNITY COUNCIL, TRI-BOARD ON EQUITY, POLICY AND SELF-EVALUATION)

Collaboration for Early Childhood – IGA Governing Board

A draft agenda for the October 24, 2018 Governing Board meeting was distributed for review. Member Spatz will be meeting with Jennifer Cassell, about the agenda before he steps down from this committee. It was noted that one of the items on the agenda will be to begin the planning of the November 29, 2018 joint board meeting. It was noted that the main focus of the November meeting will be the EDI roll out.

IGOV

The next IGOV meeting will be held at Julian Middle School on October 17, 2018.

Policy Committee

It was reported that the Policy Committee met with Chris Jasculca regarding the Equity Policy follow up, and partnerships. They also revisited the sexual harassment policies and talked to District 200 about this topic.

Board Self-Evaluation

President Spurlock met with Chris Jasculca regarding the benefits of the Board recap videos. It was reported that the viewing of the videos has declined. The Board was asked to think about how it can recap a whole meeting in a short period of time. It was suggested that the Committee for Community Engagement might be able to share some recommendations on this topic.

Oak Park Education Foundation (OPEF)

It was reported that the update from the Oak Park Education Foundation was sent to the Board electronically.

Parent Teacher Organization Council (PTOC)

It was reported that the update from the Parent Teacher Organization Council was sent to the Board electronically.

Committee for Legislative Action, Intervention and Monitoring (CLAIM)

It was reported that the committee has expressed interest in getting direction from the Board and/or administration. It was shared that in the past, the committee had been asked to help with the drafting of resolutions to be submitted to the Illinois Association of School Boards (IASB). It was suggested that the Board could ask the committee to react to the current IASB recommendations.

It was suggested that the committee could do more activities with the students, like the CLAIM your Voice events. It was agreed that the Board will revisit this topic during their next meeting.

Transportation Update

Members Spatz and Breymaier shared a tentative timeline for decision making regarding the transportation concerns. They reminded the Board that the current transportation contract expires in the spring of 2020. Their goal is to make a recommendation by the spring of 2019, leaving a year to complete the bid process and negotiate new contracts.

It was reported that District 97 spends about \$500,000 to \$600,000 on regular education transportation annually. The consideration of alternate bids, or eliminating elementary school routes did not prove to offer savings. The need for elementary routes and the community costs of eliminating them was communicated.

Member Spatz reminded the Board that District 97 does not have a state mandate to provide any regular education transportation, neither Elementary school or middle school. He shared that the State reimbursement for eligible regular education students is negligible, less than \$20,000. He shared that in the spring of 2018, all transportation bids, including alternates that explored changes to regular-education routes, were rejected. Contract extensions for both regular and special education were negotiated with Lakeview, for school years 2018-2019 and 2019-2020. Additionally, the existing crossings that were labeled as “hazardous” were not recertified. For these reasons, a committee (members Spatz and Breymaier) were assigned to consider all options well in advance of the 2020 deadline.

The timeline for this activity was outlined as follows;

- October 9 – Preliminary Discussion and Direction
- October 23 – Refinement and Adoption of Parameters
- November 27 – Preliminary Narrowing and Refinement and adoption of Narrowed Options
- December 11 – Next Steps as needed

Moving forward, the committee will be considering the following;

- **Revenue Source(s)** – Because regular education transportation is not a state mandate, options in addition to property taxes exist and need to be discussed.
- **Scope/Partners** – From conversations already had, there are unmet transportation needs in the community and some potential interest in partnering. Partnering/Collaborating might allow more transportation options for the same or for less.
- **Priorities** – There are likely competing and conflicting priorities that require discussion before investigating options.

Revenue sources for Non-mandated transportation were considered;

- Property taxes
- Incorporate into district-wide student fee
- Ride-base fee
- Seat-based fee
- Combination of any above

The Board discussed the options and agreed to keep them all on the list for now.

The scope/partners for transportation were considered;

- No coordination or funding for non-mandated transportation
- District 97 only funding
- District 97 funding, but partners and users contribute as well
- Combination of the above

The Board discussed these options and agreed to keep them all on the list for now.

A list of priorities were shared. Member Spatz will send out a ranking exercise for the Board to complete.

- 1) Quality of life/convenience
- 2) Efficiency (cost per ride)
- 3) Increase usage / decrease usage
- 4) Opportunity/equity (number of adult, number of cars, relatives/connectedness, flexibility of job, etc.)
- 5) Environmental/Sustainability Considerations
- 6) Safety and Health
- 7) Traffic and Parking Congestion
- 8) Affordability of the Community

It was recommended that this topic be reviewed monthly and adjust the timeline as needed.

CONCLUDING ITEMS

CONCLUDING ITEMS

BOARD REMARKS

It was noted that the annual list of IASB resolutions for consideration were shared at the table this evening. Members O'Connor and Liebl volunteered to represent the Board at the annual Joint conference this year. Member Spatz offered to create a score sheet to tabulate the Board members' interest in each resolution. It was suggested that the Board follow up with this item on November 13, 2018.

It was reported that the Park District has expressed interest in continuing the conversation regarding a Community Center.

AGENDA MAINTENANCE

The draft agenda for the October 23, 2018 Board was reviewed and revisions were recommended.

ADJOURNMENT

There being no further business to conduct, President Spurlock declared the meeting adjourned at 10:23 p.m.

Board President

Board Secretary