

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting - April 10, 2012**

President Barber called the meeting to order at 5:37 p.m.

ROLL CALL

Present: Barber, Gates, Felton, Sacks, Traczyk, Spatz, and O'Connor

Absent: None

Also Present: Assistant Superintendent for Finance and Operations Therese O'Neill, Director of Human Resources Trish Carlson, Director of Special Education Mike Padavic, Director of Policy, Planning and Communications Chris Jasculca, and Board Secretary Sheryl Marinier

**EXECUTIVE SESSION**

EXECUTIVE SESSION

Felton moved, seconded by Sacks, that the Board of Education move into executive session at 5:37p.m. Roll call vote.

Ayes: Felton, Sacks, Gates, Traczyk, Barber, O'Connor, and Spatz

Nays: None

Absent: None

Motion passed.

OPEN SESSION

**OPEN SESSION**

Sacks moved, seconded by Gates, that the Board of Education move into open session at 7 p.m. All members of the Board were in agreement.

**PUBLIC HEARING – FOOD WAIVER**

PUBLIC COMMENT

O'Neill reported that the current food service waiver will expire at the end of this school year. All actions have been taken to ensure the legality of this request. O'Neill explained that this waiver will allow the middle schools to sell food during the school day for fundraising purposes for the next five years.

Carollina Song, resident, thanked the Board for applying for this waiver. She reported that the PTOs are anxious to support the wellness program by offering food options that meet nutrition guidelines. She shared that the PTOs plan to use the funds to purchase exercise equipment and support a fun run.

**SPECIAL REPORTS**

SPECIAL REPORTS

**SCHOOLYARD ARCHITECTS UPDATE**

O'Neill reported that the architects have been working hard to prepare plans for the Beye, Holmes and Longfellow schoolyards. Josephine Bellatta from Altamanu Inc. shared the process, which included staff and community meetings, that resulted in the findings she presented.

She shared pictures of the sites and defined the spaces. She reported that the playgrounds are about 20 years old, which is older than the standard playground. Besides the playground upgrades, she shared long-term recommendations for trees, boulder seating, gardens and paths. Within the playgrounds, she recommended slides, monkey bars and spinning items that are all nature based.

O'Neill reported that the Beye community is in support of the effort. The Beye PTO is ready to provide about \$90,000 to move the trash to a safer location, build a reading area, and possibly support more.

It was identified that many children at Holmes School have disabilities. Most play equipment is currently considered ADA, but the recommended pieces for Holmes are a bit more conducive to children with special needs.

The north playground at Longfellow school is only a few years old, so it was not considered in this proposal. The other playground is not ADA accessible. It is close to parking and the residential area. This playground would need to be a bit smaller than the rest to accommodate future plans.

It was reported that the cost of the rubberized surface would be \$117,600 at Beye, \$128,100 at Holmes and \$94,500 at Longfellow.

O'Neill explained that mulch was included in the original study, however after the district learned that rubberized surface is the industry standard, it was reconsidered. O'Neill believes that the district can find the resources to support the rubberized surface at the three schools. She explained that the district is looking at a \$50,000 grant from ISBE to be used for building maintenance. Additionally, she reported that Medicaid will cover the Longfellow Field, and she is expecting the Medicaid expense to be less for next year. Some efficiencies may be identified through the bidding process to help lower the cost. She reported that the Bank of America settlement of over \$40,000 came in this week. O'Neill will continue to look for other resources.

Dr. Roberts explained that expenses should always be a concern; however, the district should not minimize on the safety standards. He acknowledged the difference when walking on the different surfaces, and strongly recommended that the district consider the rubberized surface, especially at Holmes. He noted that accessibility and safety should be the number one priority.

O'Neill explained that the bids will be ready to go out in late April and will not be ready for approval until late May. In order to start the work in early June, O'Neill asked the Board for permission to submit the recommendation and have the Board approve it during the same meeting.

Discussion took place regarding the plans and the request for funding the rubberized surfaces. It was noted that the detailed plans were created to ensure that the playgrounds were being installed in an appropriate location and sized to allow for

future improvements to the schoolyards. The equipment, although comparable, is larger than the equipment that it will be replacing, as play zones have increased over the last 10 years. It was also noted that the rubberized surfaces can be repaired as needed by replacing damaged areas.

Board comments and concerns included a suggestion to ask the Park District to repair the T-ball field. The suggestion of cutting down on equipment to cover the expense of the surface was made. Concern was expressed regarding the 60 three year olds who attend Longfellow and whether the equipment would be appropriate for their use. It was noted that CDBG funded the last playgrounds. It was suggested that money may be available in the Capital Plan. Concern was expressed about the cost of installing the rubberized surface at the other schools as well, as funding would need to be identified for that expense. Interest was expressed in learning more about the wood chips versus the rubberized surface. It was noted that if the playgrounds are covered with the rubberized surface, the district's mulch needs would diminish. It was noted that the district's estimates for schoolyard upgrades were off for replacement.

A discussion took place about having the bids go out for mulch and rubber. It was noted that the design fees would be higher and would take longer. The Board was reminded that time is of the essence.

The Board decided to hold a special meeting on April 17 prior to the Charlotte Danielson event to discuss this in more detail.

### **PUBLIC COMMENT**

PUBLIC COMMENT

Kimberly Werner, Oak Park resident, expressed concern about using Medicaid dollars for the playground upgrades. She noted that according to the state, Medicaid money is reimbursements for health services. She explained that this money is being paid to the district for services already paid for by the community, and the district is only receiving 50 percent reimbursement. She noted that when the district depletes the money, we transfer the responsibility to the tax payer. The money should be spent on special education services, not on playgrounds.

### **ACTION ITEMS**

#### **2.1.1 Approval of Minutes of March 8, 2012**

ACTION ITEMS

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, accept the minutes from the March 8, 2012 special meeting. Roll call vote.

Ayes: Traczyk, Sacks, Felton, Gates, O'Connor, Barber, and Spatz

Nays: None

Motion passed.

**2.1.2 Approval of Minutes of March 13, 2012**

Felton moved, seconded by Gates, that the Board of Education, District 97, accept the minutes from the March 13, 2012 meeting as revised. Roll call vote.

Ayes: Felton, Gates, Sacks, O'Connor, Traczyk, Barber, and Spatz  
Nays: None  
Motion passed.

**2.1.3 Approval of Minutes of March 22, 2012**

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, accept the minutes from the March 22, 2012 special meeting as revised. Roll call vote.

Ayes: Traczyk, Sacks, Felton, Gates, Barber, and Spatz  
Nays: None  
Abstained: O'Connor  
Motion passed.

**2.2.1 Approval of Consent Agenda**

President Barber read the items on the consent agenda. Sacks moved, seconded by Spatz, that the following items be approved on the consent agenda. Roll call vote.

- 2.3.1 Bill Lists and Related Reports
- 2.2.1 Personnel Action as presented are revised

Ayes: Sacks, Spatz, Felton, Traczyk, Gates, O'Connor, and Barber  
Nays: None  
Motion passed.

Discussed as required by law in exec session.

**2.2.2 Suspension Without Pay**

O'Connor moved, seconded by Spatz, that the Board of Education, District 97, approve a ten (10) day suspension without pay for employee 0212. Roll call vote.

Ayes: O'Connor, Spatz, Felton, Traczyk, Sacks, Gates, and Barber  
Nays: None  
Motion passed.

**2.2.3 Non-Reemployment of Probationary Teachers**

Traczyk moved, seconded by Spatz, that the Board of Education, District 97, approve and adopt the resolution to dismiss the probationary teachers listed in the attached resolution at the end of the 2011-12 school term. Roll call vote.

Ayes: Traczyk, Spatz, Gates, Felton, Sacks, Barber, and O'Connor  
Nays: None  
Motion passed.

**2.2.4 Non-Reemployment of Fourth Year Probationary Teacher**

Gates moved, seconded by Spatz, that the Board of Education, District 97, approve and adopt the resolution to dismiss the fourth year probationary teacher listed on the attached resolution at the end of the 2011-12 school term. Roll call vote.

Ayes: Gates, Spatz, Traczyk, Felton, Sacks, O'Connor, and Barber

Nays: None

Motion passed.

**2.2.5 Non-Reemployment and Reemployment of Partial Assignment Teachers**

Sacks moved, seconded by Spatz, that the Board of Education, District 97, approve and adopt the resolution to dismiss and re-employ the partial assignment teachers listed in the attached resolution at the end of the 2011-12 school term. Roll call vote.

Ayes: Sacks, Spatz, O'Connor, Gates, Traczyk, Felton, and Barber

Nays: None

Motion passed.

**2.2.6 Non-Reemployment of Educational Support Personnel**

Felton moved, seconded by Spatz, that the Board of Education, District 97 approve and adopt the resolution to dismiss the educational support personnel listed on the attached resolution at the end of the 2011-2012 school term. Roll call vote.

Ayes: Felton, Spatz, Traczyk, Gates, Sacks, Barber, and O'Connor

Nays: None

Absent: None

Motion passed.

**2.2.7 Non-Reemployment of Educational Support Personnel**

Barber moved, seconded by Spatz, that the Board of Education, District 97, approve and adopt the resolution to dismiss the educational support personnel listed on the attached resolution at the end of the 2011-12 school term. Roll call vote.

Ayes: Barber, Spatz, Traczyk, Gates, Felton, Sacks, and O'Connor

Nays: None

Absent: None

Motion passed.

### **2.2.8 Resolution of Honorable Dismissal**

O'Connor moved, seconded by Spatz, that the Board of Education, District 97, approve and adopt resolution "A" authorizing notice of termination of employment at the end of the school year and non-renewal of employment in the 2012-2013 school year to the educational support employees listed on the following page.

Ayes: O'Connor, Spatz, Traczyk, Gates, Felton, Sacks, and Barber

Nays: None

Absent: None

Motion passed.

### **2.4.1 Approval of Policy Service Provider**

Felton moved, seconded by Gates, that the Board of Education, District 97, switch its policy service provider from Neola to the Illinois Associate of School Board's Policy Reference Education Subscription Service. The costs associated with this switch include \$18,400 to conduct a comprehensive review of the district's policies and guidelines; a one-time fee of \$950 to publish the School Board Policy Online; and annual fees of \$3,695 for PRESS Plus and School Board Policy Online. Roll call vote.

Ayes: Felton, Gates, Traczyk, Sacks, Barber, O'Connor, and Spatz

Nays: None

Absent: None

Motion passed.

### **2.4.2 Approval of Policies**

Gates moved, seconded by Felton, that the Board of Education, District 97, adopt the following policies: 2440 – Summer School, 5200 – Attendance, and 8500 – Food Services. Roll call vote.

Ayes: Gates, Felton, Traczyk, Sacks, Barber, O'Connor, and Spatz

Nays: None

Absent: None

Motion passed.

### **2.4.3 Approval of Longfellow Field Proposal**

Gates moved, seconded by Sacks, that the Board of Education, District 97, authorize the landscape architect firm of Altamanu, Inc. to prepare bid specifications for repair of the Longfellow Field, in coordination with the playground upgrade bid, as delineated in the memorandum to the superintendent dated March 13, 2012. Roll call vote.

Ayes: Gates, Sacks, Traczyk, Felton, Barber, O'Connor, and Spatz

Nays: None

Absent: None

Motion passed.

#### **2.4.4 Approval of School Maintenance Grant**

Sacks moved, seconded by O'Connor, that the Board of Education, District 97, submit to the Illinois State Board of Education (ISBE) the School Maintenance Grant, in the amount of \$50,000 as outlined in the memorandum to the superintendent dated March 13, 2012. Roll call vote.

Ayes: Sacks, O'Connor, Traczyk, Gates, Felton, Barber, and Spatz

Nays: None

Absent: None

Motion passed.

#### **2.4.5 Approval of Engagement Letter for Fiscal Year Audit**

Traczyk moved, seconded by Gates, that the Board of Education, District 97, enter into a renewal engagement with McGladrey & Pullen as its audit firm for completing the FY 2012 annual audit at a cost of \$51,500 as outlined in the memorandum to the superintendent dated March 13, 2012. Roll call vote.

Ayes: Traczyk, Gates, Felton, Sacks, Barber, O'Connor, and Spatz

Nays: None

Absent: None

Motion passed.

TOPIC REPORTS

#### **TOPIC REPORTS**

##### **BUSINESS OFFICE STAFF INTERNAL CONTROL AUDIT**

O'Neill reported that the auditors did an internal study of the business office in 2008 and recommended that this process be repeated in 2012. FORC is also recommending that the district complete this audit. The internal audit will cost between \$7,000 - \$9,000. O'Neill reported that at the end of this contract, the audit firm would go out for bid again. If McGladrey & Pullen were approved, they would change the principle associated with the account. She is recommending that the internal audit be approved at the next meeting.

##### **TECH INTEGRATIONIST / TEACHER LEADER DISCUSSION**

Meg Ross and Harla Hutchinson came to the table. Dr. Roberts presented an overview identifying the need for 10 data instructional technology staff, one at each school.

Hutchinson shared the results of a team meeting with the current teacher leaders and technology integrationist staff. The essential technology functions were identified as:

- the need to maintain accurate student records
- student data analysis to inform instruction
- program evaluation
- technology functions
- instructional technology research
- educational software, including web-based resources
- effective technology integration

- student and teacher technology proficiency
- development of a plan
- guiding principles where technology decisions must be made with the needs of teaching and learning foremost in mind

It was noted that the primary uses of technology in our schools are improving teacher productivity and boosting student achievement. The primary uses of data in our schools are guiding instruction to boost achievement for every student and evaluating programs. It was recommended that all student and faculty should be proficient in technology.

It was recommended that the central office position “Data and Instructional Technology Coordinator” would:

- be the researcher, and evaluator of emerging trends in data analysis and technology integration
- lead data and instructional technology team in effective use of data and technology
- communicating data analysis and instructional technology goals with departments, schools, grade levels and faculty
- plan, design, and coordinate professional development
- recommend technology purchases
- help to plan implementation
- ensure that the district achieves its data and technology goals

The Data and instructional technology coaches will:

- maintain up-to-date student and teacher accounts in all relevant systems
- collaborate to locate and develop appropriate instructional resources to address student needs
- meet regularly with teachers, teaching teams, and principals to interpret assessment results in order to guide instructional practice
- connect teachers with appropriate resources to address identified student needs
- plan and provide staff development related to effective technology use
- collaborate with teachers to develop student learning experiences that effectively incorporate technology
- model effective technology integration across the curriculum
- monitor and support efforts to achieve student and teacher technology proficiency

Hutchinson shared a graph that identified the amount of time and time of year that data and tech support will be needed.

The key benefits of this team were identified as a consistent support for teachers in effective use of data to boost student achievement. Additional needs were identified as a systematic approach to teacher and student technology proficiency, and professional development plan addressing building and teacher needs.

Requirements for success were identified as communication of goals and expectations, commitment of resources and resolution of inequities. This will give the district a systematic approach. Dr. Roberts looked at the people closest to the job for their expertise and suggested the development of a unified team capable of utilizing the data created within the district. He noted that investing in this team would be a return on investment.

Dr. Roberts recommended that the district put one data person at each building and rethink the technology coordinator's position to focus more on instruction.

This will return to the board for approval on April 24.

Board comments and questions included a suggestion to carefully think through the equitability between schools and who is hired to fill the leadership position. It was noted that a focus on teaching and learning be the key. It was suggested that the leadership position be advertised in a similar way as the principal positions were. It was recommended that data experts from other district's review our plan prior to the next meeting and share their thoughts. It was noted that both sides need to know what the expectation is with the context of student performance.

Interest was expressed in knowing:

If the teams will have time to review the data together and to share techniques

- who the data team will report to
- if a consultant will be hired to get them started on data analysis
- if the district plans on investing in professional development and the time to deliver it
- how the curriculum changes will be built into this process
- what will the teacher and student proficiencies look like
- how does the district define proficiency and what will it look like down the line
- how does administration know staff is using the technology in the classroom
- will there be matrix and tools that will be identified for evaluation; If so, what will it look like

This will return for additional discussion at the April 17 special meeting.

#### MANN UPDATE

President Barber reported that he and Dr. Roberts met with the Mann community last week. Mann PTO Co-president Maggie Kelly was invited by the Board to the table. President Barber reported that after the meeting everyone felt like they knew what was going on and there was concern for those involved.

Dr. Roberts reported that there has been a lot of attention at Mann. He noted that the school has an exceptional staff, strong parent group and great students. The quality of that school is strong every day. He met with the two PTO co-presidents last week. It was their suggestion that he meet with the Mann community the next night. The

purpose was to offset growing community concern. He shared the timeline and protocol of what had occurred. He explained that the disciplinary actions taken were based on the testimony of the two individuals involved, which led to the resignation of the principal and handing down a punishment to the other individual.

Dr. Roberts noted that staff moral is a concern. He met with the staff on Monday and shared a similar update. At that time, he asked the staff for suggestions and ideas for the selection process. He left the meeting with a list of suggestions. He reported that the district currently has received 99 applications for the principal position, and noted that the deadline is Friday. April 30 was identified as a site team interview day. Teachers and parents will interview the candidates. He will follow up with additional interviews. A detailed process will be identified after the posting has been closed. Concern was expressed about the lack of parent knowledge regarding students who were called down. Dr. Roberts noted that he checked with staff about the children. Additionally, he sought the advice of a child psychologist and that of ISBE. ISBE recommended that the staff not act on this at this time. The psychologist has not responded yet. Dr. Roberts reported that the district's decisions were based on the recommendation of legal counsel. He will follow up with the parents after he hears back from the psychologist.

Kelly noted that the Mann community had a lot of questions and concerns about the process. Many felt much better when they left the meeting, however, a lot of people will not agree with the decision made by the district. She shared that she is anxious to participate in the process to find a new leader for our school.

#### ACCOMPLISHMENTS

President Barber noted that a statement has been made about supporting the community. With that, he noted several recent accomplishments, including four teams of District 97 students qualifying for the Odyssey of the Mind World Finals.

#### TITLE I ORGANIZATION

Dr. Roberts reported that Title I will be using tutors for the coming year to stay within the grant budget. He reported that the district will not be needing a lead teacher as originally proposed.

#### RESOLUTION TO APPOINT DU PAGE/WEST COOK GOVERNING BOARD REPRESENTATIVE

Padavic explained that the district is part of a cooperative and needs to supply a representative. This process must be done every two years. Padavic will be identified as that representative with Dr. Roberts as the alternate.

## POLICY – FIRST READING

Jasculca noted that on March 13, member Spatz noted that Policy 5410 (Promotion, Placement and Retention) does not identify the summer school program in its new form. One sentence in this policy was revised to make it compatible with the current program.

Member Gates noted that he will suggest returning to this policy when we convert to PRESS.

## OUT OF STATE FIELD TRIP REQUEST – LINCOLN FIFTH GRADE

The Lincoln fifth grade outdoor field trip for the 2012-13 school year was presented. Dr. Roberts noted that the rest of the fifth grade trips will be presented together at a later time.

A standardized form for these trips was suggested that would identify the academic value, and what follow up will be taking place.

## WEEK OF THE YOUNG CHILD

Denise Sacks explained that the Collaboration for Early Childhood is asking that the governing bodies of Oak Park support this initiative. This item will be added to the April 17 agenda.

## SUPERINTENDENT'S REPORT

SUPERINTENDENT'S  
REPORT

Dr. Roberts reported that he visited Shaker Heights, Ohio while attending the MSAN conference recently with Duane Meighan and Jonathan Ellwanger. He shared handouts on their International Baccalaureate program. He explained that the program focuses on enrichment for all. He explained that educators sometimes have difficulty with the level of consistency, and this program helped Shaker with that problem. With two new middle school principals, he believes that this is a golden opportunity for the district to consider a different direction. He reported that every Shaker staff member was enthusiastic about the program, and it was the global focus of the district. He explained that the program is a high level nurturing program for students.

Dr. Roberts reported that he is organizing a visit for a team from our district to view the program in action. He will be looking for two or three Board members, teachers from both middle schools and possibly Sue Tresselt, the OPTA president, to serve on this team. A member of the Community Foundation and a couple administrators will also be invited. The trip is scheduled for May 3 and 4.

Dr. Roberts recommended putting together a work group to look at accessibility. He reported that over the next 10 years, there will be some capital needs in this area. He suggested the administrative team consist of people with legal and architectural backgrounds and focus on meeting the needs of the kids for educational programming.

The Bank of America settled a law suit for anti-trust laws. The district received a check for over \$41,000 from this settlement.

BRAVO is performing Hairspray; they are piloting this program for MTI from New York City.

### **BOARD CONCERNS**

BOARD CONCERNS

A request was made to ensure that all handouts be published electronically.

It was reported that the state budget discussion included a pension cost shift and a reduction in the transportation account. A work team was suggested to revisit the district's busing policy.

The C.L.A.I.M. committee will be submitting a resolution on May 22 and asking for action on June 12.

It was noted that the Brooks PTO meeting will be held tomorrow evening.

It was noted that IGOV will meet this Saturday.

Facilities Committee (FAC) will be meeting tomorrow evening.

It was reported that the Race to the Top early childhood challenge allowed the five states to reapply. Illinois may get some of the money.

Member Sacks attended the March 17 meeting where Mike Padavic discussed special education finances. She found it very educational and recommended doing it again.

On April 17, Charlotte Danielson will speak at Julian Middle School at 7 p.m. Attendance is currently at 301 people.

Interest in the Explore data was expressed.

A PKP presentation and an annual report were suggested.

Dr. Roberts reported that he met with Dee Dee Farmer last week. At that time, she reported on things that he and Mike Padavic were not aware of. Interest was expressed on understanding how children are recruited into the program, and receiving an estimate on the number of students who need PKP services and do not have access to them.

The PTO Council is looking at sharing information on technology at each school, pooling resources, and bundling orders.

West40 is hosting a parent 101 program to equip parents and advocate for parent groups.

It was noted that the schools are considering a joint fun run in the fall.

The Policy Committee will be meeting with PRESS in the near future.

David Pope requested that the Board discuss the perception of the IGOV organization. Concern was shared that some members are not reporting back to their government agencies. It was noted that IGOV initiatives are good when tied into the cost savings issues. The committee will be meeting on Saturday and will narrow down their list of initiatives.

750 students will be performing in the Choral Festival tomorrow.

It was noted that Oak Park Elementary School District 97 was named a Bright Red Apple district for the eleventh time. Lincoln teachers, Marvin Childress and Chase Vivas were recognized as finalists for the Golden Apple Award.

The Board was reminded that the Ethnic Festival is May 5 and the Board will be marching in the parade.

District 97 has three elementary and one middle school team from Julian competing in the Odyssey of the Mind finals. Discussion took place regarding the financial needs of sending the teams to the competition. It was also suggested that the Board invite them to a meeting after the competition.

**BOARD RESPONSE TO PUBLIC COMMENT**

None

BOARD  
RESPONSE TO  
PUBLIC  
COMMENT

**ADJOURNMENT**

There being no further business to conduct, President Barber declared the meeting adjourned at 10:20 p.m.

ADJOURNMENT

The next regularly scheduled meeting of the Board will be held on Tuesday, April 24, 2012 beginning at 7 p.m. in the administration building located at 970 Madison Street, Oak Park, Illinois.

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Board President

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Board Secretary