

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting June 14, 2016**

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

Present: O'Connor, Felton, Datta, and Spatz
Absent: Gates, Spurlock and Brisben
Also Present: Superintendent Dr. Carol Kelley, Senior Director of Special Services Mike Padavic,
Senior Director of Policy, Procedures and Communication Chris Jasculca, Sr. Director of
Administrative Services Dr. Felicia Starks Turner, Director of Technology Michael
Arendsdorff, Director of Curriculum and Instruction Carrie Kamm and Helen Wei, and
Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

EXECUTIVE
SESSION

Datta moved, seconded by Spatz, that the Board of Education move into Executive Session at 6:30 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), Pending or Probable Litigation 5 ILCS 120/2(c)(11), Collective Negotiations 5 ILCS 120/2(c)(2)) Roll call vote.

Ayes: Datta, Spatz, O'Connor, and Felton
Nays: None
Absent: Gates, Spurlock and Brisben
Motion passed.

OPEN SESSION

OPEN SESSION

O'Connor moved, seconded by Felton, that the Board of Education move into Open Session at 7:05 p.m. All members of the Board in attendance were in agreement. The meeting reconvened at 7:08 p.m.

Vice President Felton asked for a moment of silence for the families in Orlando, Florida, and noted that a prayer vigil will be held tomorrow night in Scoville Park.

PUBLIC COMMENT

PUBLIC
COMMENT

None

REPORTS

REPORTS

DISCUSSION ON HOLMES SCHOOL CAPACITY

Therese O'Neill reported via phone with Jennifer Costanzo from STR at the table. O'Neill updated the Board on the history behind the recommendation to add an addition to Holmes School. She reviewed the history and supporting documents. O'Neill presented three modified option for consideration. The hope is that the Board could come to consensus on one option that could be further vetted at the next meeting and approved on July 12, 2016.

O'Neill reported that the Ehlers demographic/enrollment and capacity study was reported in January, 2016. In that report, it was noted that Holmes School would have issues due to the additional housing construction in the area. It was noted that Ehlers used a 25 student per classroom ratio; however, the Board was made aware that many of the classrooms are significantly lower than that. O'Neill referenced the monthly enrollment reports that demonstrate the number of students in each classroom at between 17-19 students. STR completed a thorough walkthrough of the classrooms, assessed the square footage and purpose of each room. STR also took into consideration the need to convert some of the classrooms to 21st century computer labs. The analysis was shared with Cabinet who reviewed the data and determined needs. This information was then shared with Ad Leadership who identified immediate needs for the 2016-2017 school year. O'Neill reported that in some instances, it was agreed to repurpose some spaces (extracurricular spaces) to regular classrooms. The revised plan was reviewed by Ad Leadership in May, 2016 and then submitted to the Board for consideration.

DISCUSSION ON HOLMES SCHOOL CAPACITY (Continued)

O'Neill noted that redistricting would not solve the problems at Holmes because all of the space in the other schools is currently being utilized. She noted that according to the architects, the district does not have available space over the next five years.

O'Neill reported that Holmes has 21 classrooms; but in 2017-2018 and beyond, the study indicates that it will need 25 or more classrooms. She noted that adjustments could be made for the current year, but adjustments would not be sufficient in the future. She recommended starting construction in March, 2017 for opening in the fall of 2018. O'Neill noted that the recommended plans do not interfere with the current outdoor study areas.

Three sample designs were shared;

- 1) Construction of a five classroom addition, necessary bathroom repairs to accommodate.
- 2) Construction of a five classroom addition, bathroom repairs and minimal repairs to existing classrooms for additional space.
- 3) All in addition, bathrooms, repairs on existing and additional renovations of Kindergarten classrooms for size and school office, professional library, and meeting area.

The pros and cons for each option were discussed. It was noted that all options are contingent with the ability to obtain a waiver from the Village to use the space in front of the school. Utilities would need to be relocated from the right of way prior to building in that location. It was noted that all school office areas have been renovated to include a conference room except Holmes and Irving schools.

It was reported that members Brisben and Spatz will meet to discuss the capital referendum needs and will share an update with the Board on June 28, 2016.

Board comments included concern about the cost of the addition. The Board expressed interest in considering options one or two and it was noted that the Board could agree to move forward with option one and include option two at a later date (although the sooner the better). It was agreed that this item will be included on the June 28, 2016 agenda for further discussion where Costanzo will supply an estimate on moving the electrical. Costanzo was asked to consider all possible efficiencies and consider the savings of doing options one and two at the same time.

It was noted that Costanzo will report on other summer work during the June 28, 2016 Board meeting and she will share the Holmes School addition options with FAC for review.

ACTION ITEMS

ACTION ITEMS

2.1.1 APPROVAL OF MINUTES FROM THE MAY 24, 2016 BOARD MEETING

O'Connor moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the minutes from the May 24, 2016 Board meeting. Roll call vote.

Ayes: O'Connor, Spatz, Datta and Felton

Nays: None

Absent: Gates, Spurlock and Brisben

Motion passed.

2.2 APPROVAL OF THE CONSENT AGENDA

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

2.2.1 Approval of Bill List

2.2.2 Personnel Action

2.2.3 Acceptance of Donation – Holmes School

2.2.4 Acceptance of Donation – Mann School

2.2.5 Approval of Best buddies Program

2.2.6 Approval of Additional Board Meeting Dates – August 23, 2016 for the Board's retreat and November 30, 2016 Joint Meeting – Collaboration for Early Childhood

Ayes: Spatz, Datta, O'Connor, and Felton
Nays: None
Absent: Gates, Brisben and Spurlock
Motion passed.

2.3.1 APPROVAL ORGANIZATIONAL AUDIT

Datta moved, seconded by O'Connor, that the Board of Education of Oak Park District 97, approve the agreement with Atlantic Research Partners to support the Organizational Audit of Central Office at a cost of \$30,000. Roll call vote.

Ayes: Datta, O'Connor, Spatz and Felton
Nays: None
Absent: Gates, Spurlock and Brisben
Motion passed.

2.3.2 APPROVAL 8TH GRADE GEOMETRY

O'Connor moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the purchase of the Discovering Geometry curriculum materials at a cost of \$13,556.00. Roll call vote.

Ayes: O'Connor, Spatz, Felton, and Datta
Nays: None
Absent: Gates, Spurlock and Brisben
Motion passed.

2.3.3 APPROVAL OF PREVAILING WAGE RATES

This item was tabled.

SUPERINTENDENT'S UPDATE

**SUPERINTENDENT'S
UPDATE**

DISTRICT GOALS

Dr. Kelley reported that she is moving full throttle in the Vision Planning process. She noted that several Town Hall meetings are scheduled for tomorrow and Thursday, and shared a document with the Board and requested feedback.

Dr. Kelley reported that she and several others will attend a writers institute at Teachers' College in New York City during the week of June 20, 2016, and noted that the team is excited to do great work in K-5 classrooms next year. Additionally, she noted that staff members have been attending a workshop on Writing Workshop this week.

BOARD ASSIGNMENTS

**BOARD
ASSIGNMENTS**

**STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW
CLAIM**

It was reported that CLAIM met last week, but quorum was not met and no Board members were in attendance. Four position statements were approved by CLAIM, and will be shared with the Board during the June 28, 2016 meeting. The statements will be forwarded to the Board members for review to ensure that they are comfortable with the stated positions.

FORC

It was noted that the liaison report from the last FORC meeting is still outstanding. A small group meeting will be held on June 20, 2016 to discuss bond (indebtedness) guidelines needed for future referendum discussions.

FAC

It was noted that two committee reports were included in the Board packet. A FAC meeting is scheduled for next Tuesday. Board representatives on the FAC committee for the 2016-2017 school year will be President Gates and member Spurlock. It was noted that the April meeting had the Holmes addition timeline attached to it, but did not get reported to the Board. It was suggested that during the Board retreat, the Board should discuss ways to ensure that the liaison reports are complete and that important items are included.

ECC IGA MODIFICATION

The redline version of the Intergovernmental Agreement (IGA) and the Contract of Services were emailed to the Board members for review. The IGA recommends three IGA Board meetings a year (not four), and a recommendation that the IGA Governing Board members try to attend the Collaboration's annual meeting. The contract states that the jurisdictions would pay into the fund three times a year and the Collaboration to request funds only twice a year. The Collaboration is requesting cash six times a year to free up cash flow. Therese O'Neill reported that producing the additional invoices would not be a burden. This item will return to the Board for action on June 28, 2016.

ADMINISTRATIVE ITEMS

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PRESENTATION OF CLIC

O'Neill reported that Dr. Alicia Evans represented District 97 at the annual CLIC (property and liability insurance) meeting. She noted that the claims have continuously declined, and the district will see a savings of about \$16,000. She acknowledged the buildings and grounds team for their efforts to provide a safe work/study environment. This item will return to the Board for action on June 28, 2016.

PRESENTATION OF SELF

Steve Cummins reported that SELF (Workers Compensation) experienced excellent performance and reported that the cost for next year will be \$22,000 less than this year. This item will return to the Board for action on June 28, 2016.

TRANSFER RESOLUTIONS

O'Neill reported that annually in June, the Board approves resolutions to transfer annual bond proceeds from issuance of DSEB (Debt Service Extension Base) bonds from the Working Cash Fund to the Operations and Maintenance Fund, and then from Operations and Maintenance Fund to the Capital Projects Fund. However, for the 2015-16 school year, no DSEB bonds were issued; however, to support previous expenditures (accessibility at Whittier and temperature control pilot project work districtwide), a one-time transfer of \$1,653,403 from the Working Cash Fund to the Operations and Maintenance Fund, and then finally to Capital Projects Fund must be done to assist in balancing the Capital Projects Fund. This item will return to the Board for action on June 28, 2016.

WAREHOUSE SALE

It was noted that the tentative timeline was shared earlier. O'Neill reported that the Village expressed interest in purchasing 541 Madison Street, but on June 6, 2016, the Director shared that the interest is not warranted. O'Neill revised the timeline and prepared the bid for sale. She noted that the appraisal came in at \$818,000 and reported that \$818,000 would be used as the minimum upset figure. Two technicalities will be revised prior to approval. This item will be posted in the newspapers on July 6, 2016, July 13, 2016 and July 20, 2016 and return to the Board as an update on July 28, 2016 and for Board approval on August 16, 2016. O'Neill reported that the renovations are being completed at the Public Works building in preparation for the move. It was noted that the document states that the Board has the right to give preference to a taxpaying bidder.

Therese O'Neill left the meeting (by phone) at 8:28 p.m.

D97 SUPERINTENDENT'S STRATEGIC COMMUNICATIONS PLAN SY17

Dr. Kelley shared the team's deep desire to have more two way communication opportunities. She is going out next week to share the information gathered so far with the community and to obtain feedback. She asked for communication coaching. She noted that this plan takes the District through calendar year 2016. She suggested that the next agenda define this topic as District 97's Strategic Communication Plan.

Board comments included concern about not always being effective in reaching all parts of the community. Interest was expressed in knowing what everyone can be doing in the area of community communications.

DRAFT INTERGOVERNMENTAL AGREEMENT WITH LIBRARY REGARDING MULTICULTURAL CENTER COLLECTION

Dr. Kelley shared the draft agreement with the Board last Sunday and requested feedback. She noted that the document has also been shared with David Seleb, the Executive Director of the Public Library. She noted that the agreement identifies that the Library staff would help the district with curriculum work.

DRAFT INTERGOVERNMENTAL AGREEMENT WITH LIBRARY REGARDING MULTICULTURAL CENTER COLLECTION (Continued)

Dr. Kelley reported that the Multicultural Center currently utilizes the services on one FTE who also has other responsibilities. Dr. Kelley noted that the job description for this individual will be reviewed and will need to be rebranded in the future.

NATIONAL EQUITY PROJECT (NEP) LEADERSHIP AND STRATEGY DEVELOPMENT PROJECT

Dr. Kelley reported that the district has initiated a vision planning process in which over 250 students, teachers, administrators, and community members were engaged to articulate what their experiences and perspectives are in terms of the “current state” in Oak Park, their vision for the future, and what some of the opportunities and challenges are moving forward.

The School Board will be discussing (beginning June 14th) and finalizing a set of vision statements and district priorities based on this and other data collected. Following the July 12, 2016 Board meeting, where the Board is expected to take action on the priorities, the administrative team will design action to support these articulated goals.

In an effort to support the district and site-level leaders to understand and operationalize the identified priorities from the vision planning process, Dr. Kelley asked the National Equity Project (NEP) to provide Leadership and Strategy Development support to the District.

NEP will work with a team of administrators over the summer, followed by several sessions with that team PLUS any other site administrators and/or site leadership teams to increase equity consciousness, design a process for site-level action planning, and facilitate meaningful dialogue with all site staff. Dr. Kelley noted that this process will support the school improvement teams to better be able to monitor the progress throughout the school year. She noted that equity needs to be a common thread. This item will return to the Board for action on June 28, 2016.

HEALTH CURRICULUM

Carrie Kamm reported that the middle school health curriculum has not been updated in many years. She reported that ISBE is supposed to provide guidance on resources but they have not. She noted that Teen Health was chosen in a digital option for one year. Training is scheduled during the first week in August. There is a cost savings if the district signs a contract for multiple years, but she recommended a one year trial. Kamm noted that the cost of books would have been about the same as the cost of the online option. This item will return to the Board for action on June 28, 2016.

EUREKA MATH K-5 STUDENT AND TEACHER RESOURCES

Kamm explained the importance of all classrooms having the same tools and supplies. She and the teacher teams are recommending the purchase of Eureka Math K-5 and the teacher resources for this purpose. This item will return to the Board for action on June 28, 2016.

DONATION – LIBRARY BOOKS

The Board was asked to consider a donation of library books from former District 97 teacher Judy Chrisman. This item will return for action on June 28, 2016.

CONCLUDING ITEMS BOARD REMARKS

CONCLUDING
ITEMS

Concern was expressed about the district’s ability to open in the fall; noting that Chicago Public Schools and 50-100 other school districts may not be able to open due to the State’s lack of budget. It was suggested that the Board issue a statement on this issue. It was also suggested that the district do a quick analysis of funds to ensure that it will be able to make it through the upcoming school year.

It was suggested that a communication be sent to the PTOs explaining what the district pays for and what the PTOs can consider purchasing as donations to the schools. It was noted that with the constant turnover in the PTOs, a conversation with the PTO Council might be warranted.

Vice President Felton and member Datta attended training on SP100.

Member Spatz reported that, because of term limits, he is leaving the ED-RED Board, but he will continue to follow the state funding issues.

BOARD RESPONSE TO PUBLIC COMMENT

None

LONG-TERM CALENDAR AND PARKING LOT

Item suggested for future discussion included;

- What if the State does not give us any money?
- Update on Discipline changes by Felicia Starks Turner before the start of the school year.

AGENDA MAINTENANCE

The June 28, 2016 Board agenda was reviewed and recommendations were made.

BOARD MEETING ASSESSMENT

Next assessment will be administered on June 28, 2016.

ADJOURNMENT

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There being no further business to conduct, Vice President Felton declared the meeting adjourned at 9:05 p.m.

Board President

Board Secretary