

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting June 11, 2013**

President Spatz called the meeting to order at 6:06 p.m.

Present: Gates, Felton, Sacks, Traczyk (6:10 p.m.), Spatz, and Brisben (6:33 p.m.)
Absent: O'Connor
Also Present: Superintendent Dr. Al Roberts, Assistant Superintendent for Finance and Operations Therese O'Neill, Director of Policy, Planning and Communications Chris Jasculca, Director of Special Education Mike Padavic, and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

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SESSION

Gates moved, seconded by Sacks, that the Board of Education move into executive session at 6:06 p.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees 5 ILCS 120/2(c)(1), Collective Negotiations, 5 ILCS 120/2(c)(2)). Roll call vote.

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

OPEN SESSION

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Traczyk moved, seconded by Sacks, that the Board of Education move into open session at 6:56 p.m. All present members of the Board were in agreement.

The meeting was reconvened at 7:02 p.m. with all Board members except O'Connor in attendance.

SPECIAL REPORTS

SPECIAL
REPORTS

ENROLLMENT REPORT

Therese O'Neill introduced Steve Larson from Ehlers. Larson reported that the district is growing and data indicates that it will continue an upward trend. He noted that since the district began full-day Kindergarten, the enrollment for that grade has increased notably. He estimated that over the next five years, the district will increase by about 318 students with over 233 of them in the middle schools. He noted that the data indicates that some of the schools could be reaching capacity.

Larson noted that the key factors for the growth trend are positive cohort factors, more families with school age children attending district schools than those families leaving the district. Full-day kindergarten during the last five years also added to the increase in the student population.

Larson noted that the reasonable capacity figures were determined by using an average of 25 students per classroom. He pointed out that the downward trend at Whittier School is partially due to an instructional classroom at Whittier School that was moved to Beye School.

Board comments and concerns included interest in knowing if parents recognized the early childhood experience as a good one for their children. Interest was expressed in seeing data that compares public and private school enrollment with other communities and tracking fifth graders as they move on to middle school and high school.

ARCHITECT REVIEW

O'Neill came to the table. She reported on the process that is followed when choosing district architects. She recommended that the Board consider engaging STR Partners as the district's architectural firm. Member Sacks noted the firm's experiences with buildings the age of those in District 97 and supplying the kind of services that the district will need in the future. She noted that STR has an interest in K-8 buildings and they do a lot of renovation work. It was reported that the chemistry between STR and our administration was very good. O'Neill checked five references and they were all excellent. She noted that STR was able to save one district a substantial amount during a construction process. She reported that the firm did their homework; they walked the buildings and attended a few Board meetings before interviewing for the position. Appreciation was extended to the FAC committee for their time and effort on this process. O'Neill finished by reporting that the STR principal who will be assigned to the district is an Oak Park resident.

President Spatz summarized the changes to the contract and asked for all to share concerns directly with him. He presented the financial comparison between the current architect DLA and STR and noted that the rates and percentages agreed to in this contract would be locked in for five years. This item will return to the Board for approval on June 25, 2013.

ACCESSIBILITY ADVISORY COMMITTEE PROPOSAL

Mike Padavic and Therese O'Neill came to the table. Members of the committee, Lisa Masucci, Dirk Danker were introduced along with Derek Fagan and Lou Anne Johannesson.

Padavic reported that the Accessibility Advisory Committee, composed of parents of Special Education students, architects, a School Board member and District 97 staff, was formed to advise Oak Park Elementary School District 97's Facilities Advisory Committee (FAC) with regard to access for physically challenged individuals. The committee identified problem areas in seven of the ten schools. Each problem area was studied for solutions to enhance accessibility. Although the committee established criteria to identify problem areas, the committee was not charged with prioritizing its proposed solutions. It is the conclusion of the committee that most of the problem areas have workable solutions. These solutions, if adopted, will bring greater accessibility to the district's facilities.

Padavic explained the availability of electric automatic front door openers. The needs for each school were identified by using the following criterion: are common non-movable spaces (gymnasium, multi-purpose rooms, and auditoriums, stages and media centers) accessible? Are the buildings close to full accessibility already? Are the nearby schools accessible? Are there adequate accessible exits from the first floor spaces?

The committee concluded that the two middle schools and Holmes Elementary School were thoroughly accessible.

Board comments and concerns included interest in knowing if the Board would be interested in asking FAC to meet with the new architects and cost out these projects. Improving regional accessibility was suggested as a first goal. It was suggested that the district ask the Special Education department for suggestions regarding programming needs in the buildings. The Board was asked to provide direction to the FAC for preparation of the 10-year plan.

Dr. Roberts noted that it will take years to accomplish this task. He shared that the next thing to consider would be to make certain that the spaces that are accessible are safe to all children.

PUBLIC COMMENT

Joan Radovich, an Oak Park resident and parent of a Longfellow third grader and Julian sixth grader, express concern regarding the wording of Policy 8:20. She explained that the wording implies that school related organizations, like the PTOs, could incur fees and other government agencies could have priority over availability. A literal reading of the policy implies that the PTOs could be charged. She suggested that the district not approve the policy this evening and wait to look at procedures and the Intergovernmental Agreement with the Park District. She suggested that the policy be vetted by the PTO Council. She also recommended that the Board agendas be more specific.

Jeanine Padersen, an Oak Park resident, spoke in support of the Board's decision to continue the use of the book *Monster* at the middle schools. She expressed concern about Policy 8:20, noting that a non-profit Asian American group using the facilities for pot lucks and fund raisers for the Asian community would be affected by the wording of the policy. She noted that the organization could not afford to rent the facilities. She reminded the Board that the Longfellow PTO paid for the running path at the school. She questioned why the PTOs would put money into the facilities and then other entities be given priority when reserving space. She suggested that the Board give consideration to the Intergovernmental Agreements.

Sinead Aylward, a resident of Oak Park, expressed concern about the transportation agreement. She explained that her experience with Lakeview Bus has not been outstanding. She explained that her daughter has severe seizures and the aid who was supposed to be monitoring her, would sit at the back of the bus and not beside her. The family provided a car seat for the bus, but the aid did not know how to buckle her in. There were two occasions when the bus came late, once by an hour. Once, the bus driver tried to drop her off on the wrong street. Aylward asked other parents about their experiences and they shared concerns in drop off locations, foul language used by the adult staff, and a student who was left on a bus alone while the driver went into a store. She suggested that the district find better transportation for the children and suggested that the contract should include specific measurements.

Todd Kirbey, an Oak Park parent, expressed his concern about the transportation. He explained that the bus on his route still stops and tries to pick up his child who does not ride the bus any more. He told a story about his son being put on a bus, but the district did not know what bus he was on or where he was. Kirbey noted that the service the district is receiving from Lakeview does not seem like outstanding service to him, and noted that the children of Oak Park deserve better service.

Stacey Evenson, an Oak Park resident, shared that she is a scout leader and charging for use of facilities would be a hardship to these organizations. She asked the Board to reconsider the wording of Policy 8:20.

Dr. Roberts explained that there is no plan to charge organization for the use of facilities other than when a maintenance person is brought in after hours.

ACTION ITEMS

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2.1.1 Approval of Minutes of May 28, 2013

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, accept the minutes from the May 28, 2013 meeting as revised. Roll call vote.

Ayes: Traczyk, Sacks, Felton, Spatz, Gates, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.2.1 Approval of Consent Agenda

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

2.2.1 Bill Lists and Related Reports

2.3.1 Personnel Action

Ayes: Traczyk, Felton, Sacks, Spatz, Gates, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.3.2 Approval of Suspension Without Pay

Gates moved, seconded by Traczyk, that the Board of Education, District 97, approve a 7.5 day suspension without pay for employee 0113. Roll call vote.

Ayes: Gates, Traczyk, Sacks, Felton, Spatz, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.3.3 Acceptance of Resignation Agreement

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, approve the resignation agreement for employee 0213. Roll call vote.

Ayes: Traczyk, Sacks, Felton, Spatz, Gates, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.4.1 Appointment of District Treasurer

Gates moved, seconded by Felton, that the Board of Education, District 97, appoint Therese M. O'Neill as its District Treasurer for the period of time July 1, 2013 through June 30, 2014 per the recommendation of the superintendent of schools dated June 11, 2013. Roll call vote.

Ayes: Gates, Felton, Sacks, Traczyk, Spatz, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.4.2 Approval of Mobile Cafeteria Table Bid

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, award the mobile cafeteria table bid to Lowery McDonnell in the total amount of \$75,306 as outlined in the memorandum to the superintendent dated May 28, 2013. Roll call vote.

Ayes: Traczyk, Sacks, Felton, Gates, Spatz, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.4.3 Approval of White Board Bid

Felton moved, seconded by Gates, that the Board of Education, District 97, award a contract to Frank Cooney Company in the amount of \$78,969.40 for the district wide marker board skin work as outlined in the memorandum to the superintendent dated May 28, 2013. Roll call vote.

Ayes: Felton, Gates, Sacks, Spatz, Traczyk, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.4.4 Approval of Transportation Contract Extension

Traczyk moved, seconded by Gates, that the Board of Education, District 97, extend its contract with Lakeview Bus Lines, Inc. for the 2013-14 and 2014-15 school years as outlined in the memorandum to the superintendent dated May 28, 2013. Roll call vote.

O'Neill came to the table. She explained that when concerns are brought to her attention throughout the year, she works with the company to resolve the issues. She was not made aware of the concerns that were shared during Public Comment this evening. She explained that the standard of service that the district expects for its children is safe and that is conveyed consistently to Lakeview Bus company. Mike Padavic noted that he was aware of one of the concerns shared this evening and reported that it was resolved the very next day.

Dr. Roberts reported that he was only aware of one bus concern this school year and it was rectified immediately. He encouraged parents to share their concerns with the district so it can take immediate action. Additionally, Dr. Roberts noted the importance for O'Neill, Padavic and himself to be kept in the loop.

It was noted that when the district bid this item three years ago, it received a significant amount of supportive comments for Lakeview Bus Company and parents expressed concern about switching to another service.

Board comments and concerns included the need to evaluate the process and to look at the quality of care. A suggestion was made to review the process and notifying parents when issues arise. Interest was expressed in seeing data.

Ayes: Traczyk, Gates, Sacks, Felton, Spatz, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.4.5 Approval of CLIC Property and Liability Insurance Renewal

Traczyk moved, seconded by Felton, that the Board of Education, District 97, renew its contract with the Collective Liability Insurance Cooperative (CLIC) for the 2013-14 school year at a premium of \$284,806 as outlined in the memorandum to the superintendent dated May 28, 2013. Roll call vote.

Ayes: Traczyk, Felton, Gates, Spatz, Sacks, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

2.4.6 Approval of Intergovernmental Agreement – Food Service Extension

Felton moved, seconded by Traczyk, that the Board of Education, District 97, extend the current Intergovernmental Agreement between Oak Park River Forest High School and District 97 for the provision of freshly prepared daily meals for the 2013-14 through 2015-16 school years, and for the 2013-14 school year, increase both the K-5 and middle school lunch price from \$1.65 to \$1.70 as delineated in the memorandum to the superintendent dated May 28, 2013. Roll call vote.

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

2.4.7 Approval of 2005 and 2006 Tax Objections

Gates moved, seconded by Traczyk, that the Board of Education, District 97, approve the recommendation of its legal counsel, Hodges, Loizzi, Eisenhammer, Rodick and Kohn, in setting the 2005 and 2006 Tax Rate Objections as outlined in the memorandum to the superintendent dated May 28, 2013. Roll call vote.

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

2.4.8 Approval of Three Donations

Sacks moved, seconded by Felton, that the Board of Education, District 97, accept three donations. A donation of \$43,800 from the Irving School PTO for costs related to the construction of Irving's new schoolyard, a donation of \$500 from parents, Corynne Romine and Michelle Mascaro to Irving School and a donation of \$20,000 from the Lincoln School PTO to be used to redecorate the Teacher's Lounge and outfit an office for the FLES teachers. Roll call vote.

It was noted that the Irving school donation does not include a donation from the American Youth Soccer Organization (AYSO).

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

2.4.9A Adoption of Policy 5:80

Sacks moved, seconded by Traczyk, that the Board of Education, District 97, adopt policy 5:80 (Court Duty). Roll call vote.

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

2.4.9B Adoption of Policy 6100

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, adopt policy 6100 (Finance Goals and Objectives).

Ayes: Traczyk, Sacks, Gates, Felton, Spatz, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

It was noted that this policy was discussed during the FORC meeting on June 5, 2013 and the wording was changed slightly. Liz Hennessey of William Blair was contacted for guidance on the wording.

2.4.9C Adoption of Policy 8:20

Traczyk moved, seconded by Felton, that the Board of Education, District 97, adopt Policy 8:20 (Sharing of Space). Discussion took place and concern was expressed regarding the interpretation of the policy. The public comment indicated that the wording could be misinterpreted and concern was expressed. After discussion, this motion was tabled and the policy was sent back to the Policy committee for review. Board members were asked to send their comments on this policy to member Felton.

2.4.10 Approval of Staffing Report

Traczyk moved, seconded by Sacks, that the Board of Education, District 97, approve the Staffing Report as presented to the Board during the May 28, 2013 Board meeting. Roll call vote.

Dr. Roberts reported that the district will need one less FTE than identified in the report.

Ayes: Traczyk, Sacks, Gates, Felton, Spatz, and Brisben

Nays: None

Absent: O'Connor

Motion passed.

TOPIC REPORTS

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RESOLUTION TO ADOPT PREVAILING WAGE RATES

O'Neill reported that the Board is mandated to adopt the Prevailing Wage Rates annually. This item will return to the Board for approval on June 25, 2013.

RESOLUTION TO ABATE THE WORKING CASH FUND

O'Neill reported that this is a standard resolution that comes to the Board annually. President Spatz noted that this is a recommendation of our Bond Counsel and following this process allows the district to have a slightly lower financial profile score. This will return to the Board for approval on June 25, 2013.

RESOLUTION TO TRANSFER EDUCATION FUND MONIES TO DEBT SERVICE FUND

O'Neill explained that leases are paid from the Debt Service Fund and the district annually transfers fund into this account for that purpose. This item will return to the Board for approval on June 25, 2013.

RESOLUTION TO TRANSFER INTEREST FROM OPERATIONS AND MAINTENANCE, DEBT SERVICE AND WORKING CASH FUNDS TO EDUCATION FUND

O'Neill reported that interest earnings need to be transferred to the Education Fund at the end of the fiscal school year. This item will return to the Board for approval on June 25, 2013.

FORECAST5 PROPOSAL

O'Neill reported that Forecast5 is a software package that will analyze financial data. She noted that ECRA's focus has been on the growth model and they were just starting to look at the financial model, and that Forecast5 has the financial piece that ECRA currently cannot provide.

O'Neill recommended that the district purchase three licenses and try the program out for a year.

President Spatz shared that it took him 20 to 30 hours to download some of the State's data and shared that Forecast5 is the most cost effective way to compile the data. It was shared that District 200 is also subscribing to this product. It was noted that ECRA may eventually grow into the financial data and Forecast5 is considering branching out into the student growth data. In a few years, the district may be able to do a comparison between the two services. It was noted that this product will break down staff into subcategories and its primary use will be to help create the dashboard.

Board comments and concerns included interest in the staff's ability to include comparison data when doing future reports. This item will return to the Board for approval on June 25, 2013.

DOWNTOWN TIF AMENDMENT

President Spatz led a discussion on suggested changes to the Downtown TIF. He explained that some wording will still need to be modified. He requested that Board members send questions regarding this document to him. This item will return to the Board for approval on June 25, 2013.

BOARD COMMITTEE REPORTS

POLICY REVIEW

No report was given.

FACILITIES UPDATE (FAC)

No report was given.

FINANCIAL UPDATE (FORC)

The FORC committee met on June 5, 2013. They reviewed the Forecast5 product and the PMA investment portfolios.

LEGISLATIVE COMMITTEE UPDATE (CLAIM)

Vice President Gates share that a workgroup has been established to prepare for the presentation at the joint conference in November. The workgroup will ask for help as it moves forward. He noted that PRESS has suggested meeting with the sitting chairperson and past chairperson of this committee.

SUPERINTENDENT EVALUATION TIMELINE

It was noted that the Board will receive evaluation materials from Dr. Roberts by Friday. He noted that he asked the central office team to share some input as well. The Board members will discuss this topic alone in executive session on June 25, 2013 and again on July 9, 2013 with Dr. Roberts present.

The Board agreed to push back the date for getting the information to Jim O'Connor from the June 18, 2013 to June 20, 2013.

BOARD BUSINESS

CHANGE JULY 23, 2013 MEETING TO JULY 9, 2013

President Spatz noted that some of the Board members have availability issues on July 23, 2013 and expressed the need to move that meeting to July 9, 2013. This item will return to the Board for approval on June 25, 2013.

CHANGE JULY 23, 2013 MEETING TO JULY 9, 2013 (Continued)

It was noted that the Board will need to move up the budget date and potentially a few more items due to this change. Dr. Roberts noted that the district currently has 32 openings and hiring will need to take place. He suggested that the Board give authorization for administrators to ensure hiring during the time between the July and August meetings or schedule a special meeting to take action on necessary business needs. President Spatz suggested a meeting of convenience to take care of the business of the Board. This item will return to the Board for approval on June 25, 2013.

BOARD RETREAT

President Spatz, Vice President Gates and Dr. Roberts met with Gil Herman to prepare for the June 22, 2013 Board retreat. A draft executive session agenda for the retreat was reviewed.

President Spatz suggested creating a report that documents the strategies identified in the referendum and lists the districts initiatives that support them. President Spatz, Vice President Gates, Dr. Roberts and Chris Jasculca will review that report and create a document that identifies the areas that need additional attention.

Dr. Roberts noted that he will represent the administrative team at this retreat. He shared that another retreat may be scheduled in the future that includes the administrative team.

MADISON STREET PROPERTIES – UPDAT ON STATUS

President Spatz shared that Village Manager, Cara Pavlicek noted that although the agreement with the Madison Highlands had expired, it could be renewed. Dr. Robert spoke to Patrick Daly. Daly is bidding out contractors and should have a cost analysis in a couple weeks. Dr. Roberts shared Daly's designs for the Madison Highlands with the Board.

President Spatz reported that the Village President, Anan Abu-Taleb agreed to meet about a possible building behind Village Hall.

UPDATE BOARD GOALS TIMELINE

The Measures of Success timeline was reviewed and revised.

SUPERINTENDENT'S REPORT

**SUPERINTENDENT'S
REPORT**

Francis Kraft and Suzie Hackmiller prepared an application for a group to attend a Harvard Institute on Closing the Achievement Gap. Three teams, including Dr. Roberts and Felicia Starks Turner will be attending this event. It was reported that a donor will be paying for the Holmes team to attend this training, and that District 200 will also be sending a team.

Forms for recording activities that qualify Board members for Master Board Member status were included in the folders at the Board table.

Dr. Roberts met with Sue Tresselt and Jen Nelson (OPTA co-presidents) today in an effort for the administration to stay in contact with the teachers during the summer. He asked them to consider how he can be the superintendent that the teachers deserve, not necessarily the one that they want. During this meeting, the timeline and training needed for the upcoming negotiations were discussed.

Dr. Roberts met with a group of BRAVO parents who are interested in organizing BRAVO in the same manner as CAST. The parents will prepare a proposal for Dr. Roberts to consider.

BOARD CONCERNS / ANNOUNCEMENTS

It was noted that the Day in Our Village event was well attended. Appreciation was extended to those who participated. It was suggested that pencils be added next year for the old Hawthorne and Emerson schools. Vice President Gates was acknowledged for his efforts on this event. President Spatz shared the results of the guess how many erasers contest.

It was noted that the graduations went well. Concern was expressed regarding the behavior of the adults in attendance.

Concern was expressed regarding the public comments on transportation and interest was expressed in developing a concrete transportation plan that identifies what parents should do if they have problems with the buses.

Board members expressed their pleasure in distributing end-of-the-year awards to the students.

Member Brisben will be attending the mandatory Board training this weekend.

Interest was expressed in a discussion on the KIDS program.

Dr. Roberts reported that a writing contest type of event will be coordinated that will give the district an opportunity to recognize youngsters for exceptional writing. He asked Vice President Gates to join him in trying to flesh out the high level achievers. Dr. Roberts shared that this would be a great way to recognize a number of children each year.

RESPONSE TO PUBLIC COMMENT

The response to public comments was addressed during discussion on these issues.

ADJOURNMENT

There being no further business to conduct, President Spatz declared the meeting adjourned at 10:24 p.m.

The next regularly scheduled meeting of the Board will be held on Tuesday, June 25, 2013 beginning at 7 p.m. location to be determined.

Board President

Board Secretary