

**Official Minutes of the
Oak Park Board of Education District 97,
970 Madison Street, Oak Park, Cook County, Illinois
Meeting October 27, 2015**

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

Present: Brisben, Gates, Spurlock, O'Connor, Felton, Datta (6:36 p.m.), and Spatz
Absent: None
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Therese O'Neill, Senior Director of HR Steve Cummins, Senior Director of Special Services Mike Padavic, Senior Director of Policy, Procedures and Communication Chris Jasculca, Senior Director of Administrative Services Felicia Starks Turner, Director of Technology Michael Arensdorff, Director of Curriculum and Instruction Carrie Kamm and Helen Wei, and Board Secretary Sheryl Marinier

ROLL CALL

EXECUTIVE SESSION

EXECUTIVE SESSION

O'Connor moved, seconded by Felton, that the Board of Education move into Executive Session at 6:32 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), Purchase or Lease of Real Property 5 ILCS 12/2(c)(5)). Roll call vote.

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

OPEN SESSION

OPEN SESSION

Spatz moved, seconded by Felton, that the Board of Education move into Open Session at 6:53 p.m. All members of the Board in attendance were in agreement. The meeting reconvened at 7:00 p.m.

PUBLIC COMMENT

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Chris Castonguay, an Oak Park resident, expressed his support of Mike Padavic's recommendation to hire full-time nurses at Beye and Mann. He shared that his son is 6 years old, attends Mann School, and has Type 1 Diabetes. He explained that he and his wife met with administration during the summer and set up a plan for the care of their son. It was not until the first day of school that they found out that it would be a nurse practitioner administering the medication to their son. He reported that the consistency of care has been erratic at best. He explained that the medical management plan says that he needs to know who is administering the care, and that is not occurring. He questioned why there is not the same standard of care across the district, and suggested that every student should have the same level of care no matter what school they attend.

SPECIAL REPORTS

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OAK PARK EDUCATION FOUNDATION

Deb Abrahamson, Executive Director, and Karen Daily, Board President of the Oak Park Education Foundation came to the table to share an update on the impact, growth and future plans of the Oak Park Education Foundation (OPEF). They reported that the OPEF is a unique school foundation, with a mission to provide innovative enrichment programs that have the greatest impact on District 97 students. They shared that the community gave about \$200,000 in in-kind donations last year thru the Foundation; most of that was visiting experts sharing expertise with students.

Abrahamson reported that the Foundation served over 38 percent more students than last year, offering programs that have a breadth and impact, covering steam topics. She noted that 100 percent of participating teachers surveyed are highly likely to recommend Geared Up, Science Alliance, Art Start, and VEX Robotics, and 100 percent are somewhat/highly likely to recommend Architecture Adventure.

OAK PARK EDUCATION FOUNDATION (Continued)

Middle school students were surveyed last year and over 1,000 responded indicating how the programs were useful to their learning and life skills.

Daily explained that the programs not only teach technical skills, but also invaluable social-emotional ones like leadership, perseverance and team building; and allows for differentiation, engaging the unengaged, and challenging the high achieving learners as well. In addition to the free in-school programs, BASE Camp is run during the summer and days when school is not in session. They reported that BASE Camp is a quadruple win for District 97, offering a quality summer and day-off enrichment program, it is an innovation incubator for the Foundation and District 97 teachers, the program employs District 97 teachers and the revenues from BASE Camp support free in-school program. This program served 1,348 students last year, and with the addition of Arboretum Adventures (an all-day field trip to the Morton Arboretum), attendance is expected to increase.

Abrahamson reported that \$18,000 was given in scholarships to low income children last year. She noted that this amount met most of the need. She is currently working on a grant so additional scholarships can be granted. The Board was asked to help by continued access, support, spreading the word, and participate in the strategic plan.

ACTION ITEMS

ACTION ITEMS

2.1.1 APPROVAL OF MINUTES FROM THE OCTOBER 6, 2015 SPECIAL BOARD MEETING

Gates moved, seconded by Brisben, that the Board of Education of Oak Park District 97, approve the minutes from the October 6, 2015 special Board meeting. Roll call vote.

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

2.1.2 APPROVAL OF MINUTES FROM THE OCTOBER 13, 2015 BOARD MEETING

Datta moved, seconded by Spatz, that the Board of Education of Oak Park District 97, approve the minutes from the October 13, 2015 Board meeting. Roll call vote.

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

2.2 APPROVAL OF THE CONSENT AGENDA

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

- 2.2.1 Approval of Bill List (as presented at the table)
- 2.2.2 Personnel Action
- 2.2.3 Approval of Donation to Lincoln School

O’Neill reported that the billing system was recently converted and the team is still working out the kinks. One error was identified in the Check Register and one item will have the name on the check changed to indicate payment to THIS Fund in Springfield and not to the school district.

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

2.3.1 APPROVAL OF SALARY INCREASE FOR THE FOOD SERVICES AND PLAYGROUND STAFF

Brisben moved, seconded by Felton, that the Board of Education of Oak Park District 97, accept the recommendation of the Superintendent of Schools in approving a 1.5 percent salary increase for all Food Service staff for the 2015-16 school year, retroactive to the first day of their contract, as delineated in her memorandum to the Board dated October 13, 2015. Roll call vote.

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

2.4.1 APPROVAL OF AN AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF OAK PARK RELATED TO THE MADISON STREET TIF DISTRICT

Gates moved, seconded by Brisben, that the Board of Education of Oak Park District 97, amend the Intergovernmental Agreement between the Village of Oak Park and the Board of Education related to the Madison Street TIF District, addressing the need for additional funds for environmental remediation at the 260 Madison Street property. Roll call vote.

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

SUPERINTENDENT'S UPDATE

SUPERINTENDENT'S
UPDATE

**2015-216 DISTRICT GOALS
DISTRICT ACTIVITIES**

Dr. Kelley reported that the schools dismissed early last Thursday, October 22 and Friday, October 23 for parent-teacher conferences. She thanked the school staff for their preparation for last week's parent-teachers conferences.

Dr. Kelley expressed concern about the fire that destroyed an apartment building located near Julian middle school. She thanked the administrators, Principal Fitzgerald and the Julian staff for their help in managing the arrival and dismissal operations at the school. She also acknowledged the Police Department, the PTOs and the Oak Park Regional Housing Center for pulling together to support the families of the students who were displaced by the fire.

The community book read began on October 19, 2015. Each day, Dr. Kelley will post chapters for the community to read, which help to describe her educational philosophy to the community. She will also post questions so she can better understand the community's values and beliefs. As a concluding activity, she will conduct an in-person book discussion at the library on November 30, 2015 at 7:00 pm.

Dr. Kelley is in the final stages of forming an Advisory Committee, which will be comprised of four middle school students, two teachers, two parents/guardians and a central office administrator, to help her review the data/feedback collected during her "Listen and Learn" sessions. This "panel" will help her identify key themes and next steps for her first-year. She noted that this work might also be used to lay the groundwork for the district's upcoming strategic planning process.

Dr. Kelley reported that the K-5 ELA calendar team is finishing up their work on the Trimester 2 Resource Guides for the staff. A consultant will review the guides, as well as continue to provide school level professional development support to the staff as they work together on implementing the Common Core ELA Standards. Dr. Kelley acknowledged Dr. Helen Wei and the K-5 principals for their leadership of this process.

DISTRICT HIGHLIGHTS AND EVERYDAY HEROS

Whittier School Community kicked-off their Community Reading Initiative Program by inviting Chief Tanksley, Rev. Judson Roberts, and local officers into the classrooms to read to Whittier students. Community members will be invited to read to primary students every Tuesday morning at 8:15 a.m. as part of this reading initiative.

SUPERINTENDENT'S UPDATE (Continued)

UPDATE ON DISTRICT GOALS

Goal 2:

The calendar of conversations developed by the Work Team for Goal Area 2 has been developed. The faculty conversations around fall data will take place tomorrow, Wednesday, October 28, 2015. The district conversation around fall data will take place on Monday, November 2, 2015, and the third cohort (RBT) had their second monthly session today. The focus of the conversation was on high expectations by helping students develop a growth mindset.

Goal 4:

The Resource Stewardship committee met on Friday, October 23, 2015 to discuss the survey results they collected from key district stakeholders, which solicited honest and confidential feedback regarding the district's operational needs. The data collected has been summarized into strengths and areas of opportunity; and the committee is now working on mapping out what should be addressed this year, next year, and within the next three years based upon the survey results. The committee plans to share what they have learned with Ad Leadership during their second meeting in November. They are also sharing the information with Dr. Kelley to include in her entry plan.

BOARD ASSIGNMENTS

**BOARD
ASSIGNMENTS**

STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP

It was reported that the Board received liaison reports on FAC, FORC and CLAIM activities.

CLAIM UPDATE

Flyers for the upcoming CLAIM forum have been distributed. At this time, three of the four legislators are expected to attend the event. There is a backup plan that will be put into place if the legislators are called to Springfield and unable to attend. Vice President Felton has a copy of the presentation on Education Funding by Sarah Miller.

FAC UPDATE

The 2013 Demographics Report was reviewed, and it was noted that some of the schools are projected to be over the estimated attendance numbers by the fall of 2016. It was noted that if any work needs to be completed for this purpose, it would need to be addressed in the near future.

It was noted that some of the PTO parents have expressed concern about the development planned within the community. Dr. Kelley and Therese O'Neill are reviewing the study and considering the need to update the data.

INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP

COLLABORATION IGA JOINT BOARD UPDATE

A draft agenda for the Tri-board Collaboration meeting will be shared with the Board in advance.

It was noted that IGOV will be meeting next week, and a liaison report will follow.

IASB RESOLUTIONS

The Board reviewed the IASB resolutions and gave President Gates authority to vote on their behalf during the Delegates Assembly on November 21, 2015.

REVIEW OF SUPERINTENDENT'S EVALUATION TOOL

Member Brisben reported that the Board met on October 6, 2015 and October 13, 2015 and discussed how the district goals will come together for the superintendent's evaluation process. He reported that another meeting was held between members Brisben, Spurlock and Dr. Kelley. This team is recommending adoption of the Interstate School Leaders Licensure Consortium standards, and the rubric of Learner Centered Initiatives (LCI). Although there will be academic measures, the Board will wait until next year to use that data for evaluation purposes. Members Brisben, Spurlock and Dr. Kelley will meet again to outline a timeline. Once a timeline has been established, it will be presented to the Board. It will be a five week process that begins the last week of April and ends as close to the end of the school year as possible.

FINAL BOARD DOCUMENT REVIEW

The Board Meeting Reflections document was reviewed, and the Board Secretary was acknowledged for her efforts in creating this tool. Vice President Felton shared that the Board Protocols and Procedures will be updated to match the changes that were made to the other documents, and exhibits will be included for prosperity. This item will return to the Board for review on November 9, 2015 and action on December 1, 2015.

ADMINISTRATIVE ITEMS

ADMINISTRATIVE
ITEMS

PRESENT ESTIMATE OF PROPERTY TAX LEVY AND SET LEVY HEARING DATE

Therese O'Neill came to the table, and presented the tentative tax levy. She explained that the Board will need to adopt the tentative levy during the November 9, 2015. She explained that the final levy will then be presented to the Board on December 1, 2015. On December 15, 2015, a public hearing will be held and the Board will be asked to adopt the final levy.

O'Neill explained the process to the Board, noting that the levy is for .8 percent, but because the district is paying off debt, the overall increase to residents is only .5 percent. O'Neill noted that to ensure that the maximum dollars are coming into the Education Fund, the direction to be given to the Cook County Clerk is to reduce other "capped" funds by the formal prepared resolution. O'Neill assured the Board that both Liz Hennessey and Steve Miller will review the documents for accuracy prior to Board approval.

Board comments included noting that most of the new construction in Oak Park falls within the Downtown TIF and would not be affected by the levy.

CONSIDERATION OF ADDITIONAL NURSE STAFFING

Mike Padavic came to the table. Due to students with fragile medical needs, Padavic expressed the need for additional nursing staff at Beye and Mann. He explained that the current nurse is doing an outstanding job, but it is not enough. He recommended using purchase services to hire a full-time outside nurse so both schools would have a full-time nurse.

Padavic explained that a school nurse will typically work with the social workers, perform vision/hearing screenings, support the students' social and emotional needs, etc. They also take work off of the principals by administering medication, etc. Padavic noted that with this change, there would be no need for a nurse assistant in the two buildings.

Padavic explained the difference between a Registered Nurse and a Licensed School Nurse, noting that IEPs must be approved by a licensed School Nurse, and the Licensed School Nurse must attend student meetings. He recommended that the district hire a registered nurse with the goal of that person becoming a Licensed School Nurse within two years.

Padavic explained that Hatch School is currently covered by a nurse for 100 days of the school year. This individual is retired and is limited to 100 days. The rest of the year, the school is covered by the clerk or administrations. It was also noted that Hatch School does not have a Student Support Specialist. Padavic expressed the desire to have a full-time nurse at every school by July, 2016.

Dr. Kelley reported that administration performed an analysis of each of the schools, looking at the number of IEPs. She reported that Hatch School has the need, but will have to wait until the next school year when funds become available.

It was noted that the OPTA contract, which represents the nurses, was changed to offer an extra \$2,000 a year to nurses who earn their National Board Equivalency.

CONCLUDING ITEMS

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ITEMS

BOARD REMARKS

The Board wished President Gates and Dr. Kelley Birthday wishes.

Members O'Connor and Datta started working with the intern, who has begun working on learning how boards participate in community engagement. Interest was expressed in hearing that the Oak Park Education Foundation has an outreach program. It was reported that the intern is finding that there is relatively little available on the Internet about this aspect of community engagement. Interest was

BOARD REMARKS (Continued)

expressed in having the intern reach out to other districts and members of MSAN, to ask them how they went about engaging community members. The Illinois School Public Relations Association (INSBRA) was suggested as a possible resource, noting that they have a blog where members may post questions. A recent IASB presentation on community engagement was referenced.

The PTO Council met last night and a report will be sent to the Board in the near future.

Transportation for the summer program was recommended for consideration.

Interest was expressed in tracking the busses and monitoring what is going on.

The administration and staff were acknowledged for their efforts in making the parent/teacher conferences successful.

BOARD RESPONSE TO PUBLIC COMMENT

Dr. Kelley was asked to have administration respond to the public comment.

AGENDA MAINTENANCE

Preview Agenda for future board meetings

The draft agenda for the November 9, 2015 Board meeting was reviewed and modifications were recommended.

Long-term Calendar

It was noted that the Evaluation Calendar should be available by the next Board meeting and should be added to the Board agenda schedule.

Parking Lot Review

The Board expressed interest in keeping the following items on the Parking Lot for future review.

- It was noted that members Brisben and Spatz will be working on a flowchart for the Parking Lot process.
- It was suggested that the Board consider alternative methods for collecting public comment.
- Interest was expressed in seeing the number of kids who did not participate in summer programs but were invited, or invited and chose not to participate.
- Interest was expressed in hearing upfront about what iPad data will be tracked and reported on in March as evidence in support of the three year plan. Dr. Kelley will tell the Board what administration is currently monitoring, and the Board would need to give direction to administration about what they would like to see monitored.

Parking Lot – New Items

Member O'Connor asked the administration to keep the following items in mind when planning for summer programming.

1. How are teachers chosen for summer teaching? Are the teachers with the highest evaluation ratings and principal recommendations offered the positions first? Might we consider paying more to attract these teachers to the role?
2. Might we ask the parents and guardians of the kids who qualify for the program but don't sign up why they are not signing up? Would bussing help? Would before or after care help? Would more kids sign up if we offered an alternate session at another time/period during the day or summer?
3. Given the strong success of our Prep for Success program with the students who need the most support, what can we do to expand the program? Might we consider putting more resources/funds behind the program to add more seats? If so, when would we see a proposal to offer more financial support to this program that shows positive results?
4. Might we consider working with our partners at churches, the Collaboration, housing organizations, and other groups to offer more recruitment efforts to the students who would benefit most?

Parking Lot – New Items (Continued)

5. Incentives: Could PTO's be asked to support the incentives and/or some other component for the Prep for Success Summer Program? I'm often struck how PTO's are looking for ideas on how to spend their funds and interested in helping our students who are the furthest behind. This seems like an intervention effort with results that they may be interested in supporting.

The following question was suggested as a way to summarize questions 1-5 above. Would the Board like to ask the administration to specifically consider recruitment and improvements to Prep for Success?

It was agreed that these items are not intended for the Parking Lot, but administration could be asked to keep these questions in mind when planning future reports on this topic.

Agenda Recap

None

BOARD MEETING ASSESSMENT

The first Board meeting self-assessment will occur after the November 9, 2015 meeting and the results will be included in the December 1, 2015 board packet.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, President Gates declared the meeting adjourned at 9:02 p.m.

Board President

Board Secretary