

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting - April 24, 2012**

President Barber called the meeting to order at 6:04 p.m.

ROLL CALL

Present: Barber, Gates, Felton, Sacks, Traczyk (6:06 pm), 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 Policy, Planning and Communications Chris Jasculca, and Board Secretary Sheryl Marinier

**EXECUTIVE SESSION**

EXECUTIVE SESSION

Gates moved, seconded by Felton, that the Board of Education move into executive session at 6:04 p.m. Roll call vote.

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

Nays: None

Absent: Traczyk

Motion passed.

**OPEN SESSION**

OPEN SESSION

Traczyk moved, seconded by Gates, that the Board of Education move into open session at 7:04 p.m. All members of the Board were in agreement.

**SPECIAL REPORTS**

SPECIAL REPORTS

**WEST40 SPEECH TEAM**

Malachy Boyle, coach for the middle school speech team, introduced Maya Gary who performed her winning serious poetry program, and Jack Richardson who performed his winning oratorical declamation program.

PUBLIC COMMENT

**PUBLIC COMMENT**

None

ACTION ITEMS

**ACTION ITEMS**

**2.1.1 Approval of Minutes of April 10, 2012**

Traczyk moved, seconded by Felton, that the Board of Education, District 97, accept the minutes from the April 10, 2012 meeting with revisions. Roll call vote.

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

Nays: None

Motion passed.

### **2.2.1 Approval of Consent Agenda**

President Barber read the items on the consent agenda. Traczyk moved, seconded by Spatz, that the following items be approved on the consent agenda. President Barber noted that discussion on these action items took place in executive session as required by law. Roll call vote.

2.3.1 Bill Lists and Related Reports

2.2.1 Personnel Action as presented are revised

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

Nays: None

Motion passed.

### **2.4.1 Approval of Technology Data Positions**

Gates moved, seconded by Traczyk, that the Board of Education, District 97, approve the hiring of one Data and Technology Administrator for the district, and one Data and Technology Coach for each school. Roll call vote.

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

Nays: None

Motion passed.

### **2.4.2 Approval of Resolution Appointing DuPage/West Cook Governing Board Representative**

Sacks moved, seconded by Traczyk, that the Board of Education, District 97, accept the resolution naming Mike Padavic the Oak Park School District 97 Board Representative, and Dr. Al Roberts the alternate for the DuPage/West Cook Governing Board. Roll call vote.

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

Nays: None

Motion passed.

### **2.4.3 Approval of Out of State Field Trip – Lincoln Fifth Grade**

Traczyk moved, seconded by Felton, that the Board of Education, District 97, approve an out of state field trip for the fifth graders at Lincoln School to visit Camp Edwards in East Troy, Wisconsin on May 9-11, 2012. Roll call vote.

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

Nays: None

Motion passed.

**2.4.4 Approval of Business Office Staff Internal Control Audit**

Felton moved, seconded by Traczyk, that the Board of Education, District 97, approve the engagement of McGladrey and Pullen to conduct an audit of Business Office internal controls per the memorandum dated April 10, 2012 at a cost between \$7,000 - \$9,000. Roll call vote.

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

**2.4.5 Approval of Policy**

Gates moved, seconded by Felton, that the Board of Education, District 97 adopt policy 5410 – Promotion, Placement and Retention.

Member Gates requested that this policy be revisited when it is moved to the new policy service provider. Roll call vote.

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

**2.4.6 Approval of Food Service Waiver**

Traczyk moved, seconded by Gates, that the Board of Education, District 97, approve the food service waiver for the current programs in the middle schools for the next 5-year period of time, and submit same to the Illinois State Board of Education.

This motion was revised at the table. Roll call vote.

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

**2.4.7 Election of Board Officers**

Sacks nominated Peter Barber as president from April 24, 2012 until April 23, 2013, seconded by Gates. Roll call vote.

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

Sacks nominated Bob Spatz as vice president from April 24, 2012 until April 23, 2013, seconded by Gates. Roll call vote.

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

Felton nominated Sheryl Marinier as secretary from April 24, 2012 until April 23, 2013, seconded by Gates. Roll call vote.

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

## **TOPIC REPORTS**

TOPIC REPORTS

### **CLASSROOM FURNITURE**

Therese O'Neill explained the process leading to the three phase recommendation for the replacement of classroom furniture. She reported that the process included discussions on the specific needs for each grade level took place and specific bids were created.

O'Neill supplied three spreadsheets for the Board, identifying the original bid, one with alternate student chairs, and the third for alternate lecterns. She recommended accepting the bid that identifies the alternate student chair.

O'Neill explained that the proposed bid included \$8,000 for furniture that will not be located at Beye School. She explained that the majority of the furniture at Beye School was identified as over 25 years old, and all of the furniture there will be replaced. Usable furniture will be moved to other schools to replace furniture that is in need of immediate replacement. When the replaced furniture is no longer needed, the district may consider selling or donating the items. O'Neill will check with legal regarding the parameters for donation.

O'Neill explained that originally phase one included the LRC at Mann and Hatch. Updating these locations will be put on hold, as the designs included replacing the current cabinetry and came in significantly higher than planned.

Board comments and concerns included appreciation for pictures of the proposed furniture. The process that included principal input was complimented and it was noted that furniture replacement was one of the reasons the district identified the need for the referendum. If a PTO expresses interest in purchasing furniture/decorations for a classroom, it was suggested that they be encouraged to spend their funds on items that fit into the plan.

#### SIDEWALK TRACTOR

O'Neill discussed the need for a sidewalk tractor to remove snow at a cost of about \$110,000. She recommended a three year lease/purchase option at about \$40,000 a year, and suggested that the overtime saved by using this device would make up for the purchase price.

The Board expressed support for the purchase, noting that it is a matter of safety for the children and parents.

#### FOOD SERVICE CONTRACT

O'Neill reported that the high school food service will not be raising fees for next year. She recommended that the Board approve the food service contract with the high school for one more year. O'Neill reported that she will look into alternatives for the following year.

Members of the Board expressed the need for a mini audit of the program.

#### EMPLOYEE INSURANCE

Trish Carlson joined O'Neill at the table. They reported that employee insurance will be increased by 33 percent. The actual increase is 27 percent, with 6 percent additional due to last year's freeze. Carlson reported that HSA has been added as an option for employees.

O'Neill reported that an audit of the program was completed. She reported that the district had \$1 million more in claims than the previous year. The current year appears to be moving forward in a similar manner, however, a true indication will not be available until late fall.

Board comments and concerns included a suggestion that the district consider self insurance, stop loss, or team up with other community jurisdictions. Interest was expressed in knowing what the finance committee projected for the year 2012.

#### DONATIONS

The Board will be asked to approve two donations on May 8. It was reported that Judy Chrisman, a retired District 97 teacher librarian donated 2 books to each of the 10 district libraries and Mr. Mark Wallace donated a variety of office supplies to Whittier School.

#### APRIL 17 – CHARLOTTE DANIELSON PRESENTATION REACTIONS

President Barber reported that Charlotte Danielson spoke to the community on April 17. This evening, he opened the floor to share ideas that came out of that evening.

The district was acknowledged for facilitating the event. Additionally, the Oak Park Teachers' Association, and the Board Secretary were thanked for their support.

It was reported that Dr. Roberts was interviewed on WBEZ, which could help the district become visible leaders in education.

Dr. Roberts noted the importance of working together with the teachers and other units to make this successful, and the need to partnership with the teachers about evaluation in a different way that feeds the trust of those evaluated. He noted the importance to engage the parent community.

Board comments and suggestions included questions about training evaluators, noting that Danielson suggested that different people evaluate for shorter periods of time. Retired master teachers were suggested for additional mentoring support for the teachers. Interest was expressed in expanding the evaluator tool to outside the principal pool. It was suggested that someone else be assigned the responsibility of managing the school buildings so the principals can be the true leaders of teaching and learning. The need to educate the parents on what the district is doing and what it will be doing in the future was expressed. It was suggested that the media run a series of articles on topics that will inform the parent community about topics such as, evaluations, common core and PARA.

#### UPDATE ON BOARD GOALS

##### GOAL 3 – FACILITIES

Jamil Bou-Saab and representatives from the facilities committee came to the table. Members of the Park District board were also recognized. Bou-Saab shared a PowerPoint noting the different options the Facilities Committee considered for the district administration building.

Bou-Saab identified 218 Madison Street, 260 Madison Street and the Current Village Hall Parking Lot at 123 Madison Street as locations considered besides the current location of 970 Madison Street. Plans were shared for each location that denoted square footage and parking.

It was reported that the cost of moving during renovation, if the 970 Madison Street location was chosen, was not included in the estimated expense.

The potential benefits of joining with the Park District were shared, noting the sharing of equipment, personnel and office space as ways to save money and getting one of the properties back on the tax rolls.

It was noted that the project costs shared in the report did not include the sale of the current property. It was also noted that \$1 million worth of renovations are currently scheduled for the 970 Madison location over the next few years.

It was reported that the Park Board is excited to work together on this project.

#### GOAL 4 – COMPENSATION AND PERFORMANCE

President Barber suggested developing an administrative committee to focus on this goal. He does not anticipate that this goal will be completed by June 30, 2012, but would expect to have it in place by the end of the year. It was recommended that this topic return to the Board on May 22.

#### BOARD CALENDAR FOR 2012-13

The proposed 2012-13 calendar was presented and will be approved on May 8.

#### OUT OF STATE FIELD TRIP REQUEST – JULIAN TO INDIANA DUNES

A very detailed field trip request was shared and will be approved on May 8.

#### SUPERINTENDENT'S REPORT

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REPORT

Dr. Roberts thanked the Board for supporting the DATA positions, and asked the Board to send in their opinions on these new positions.

He reminded the Board that Hairspray, Jr. will be performed at Brooks this weekend.

Dr. Roberts reported that he received a note from Kobi Schindler asking for financial support for the Odyssey of the Mind competition. He recommended that the district support this team in some way. A \$500 donation was recommended. This item will return to the Board for approval on May 8.

He recommended a systems audit instead of a curriculum audit, and suggested that the audit take place next year. At the OPTAs request, he suggested considering when the best time of the year would be to perform the audit would be to get the most valuable data.

The price of new LED signs has dropped significantly. It was recommended that the district replace the two middle schools signs at a cost of \$7,500 each. Dr. Roberts reported that there is money in the contingency fund to cover this expense.

Dr. Roberts is pleased with the composition of the middle school principal selection committees. He reported that candidates had been identified and action should come to the Board on May 8. The Mann principal screening will begin tomorrow, and next Monday, the Mann parent/teacher team will interview the selected candidates.

BOARD CONCERNS

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The Day in Our Village is June 3. It was reported that the dunk tank will most likely not be approved. An in-house brochure, perhaps on promises made/promises kept was suggested. An interactive event, such as voting for something was recommended, as well as a craft or a take away. Stickers were identified as a mutual choice. It was suggested that the Board check with the print shop on their ability to produce stickers with the different school names. A schedule for this event will be sent out in the near future.

Next Monday, the PTO Council will meet, and on May 1, PRESS will be meeting with the Policy team.

Dr. Roberts was asked to consider coming back to the Board with a plan to provide adequate training for both evaluation and follow up. Also suggested was an ongoing calibration sessions with evaluators.

It was noted that D65 used internal ISAT data that they have on their students and reported on student scoring at the 50 and 60 percentiles over the last five years. It was suggested that District 97 consider a similar analysis.

Interest was expressed in seeing where the district is using the 2011 ISAT data and set student achievement targets based on that data during the August meeting. It was suggested that by presenting data in this way, the district would be ready for increased cut scores on the ISAT.

Interest was expressed in understanding the plan for building the districts next strategic plan. It was suggested that the Board be engaged in this work. Interest was expressed in seeing the Board devoting more time to the setting of the five-year strategic plan. It was suggested that the district engage in outside groups for assistance in this process. Interest was expressed in the strategic plan being done in a way that the creation and the eventual execution of the plan be more actionable than the last plan was.

Interest was expressed in seeing information identifying the percentage of students in the district who received special education services over the last ten years (with a comparison to other districts), the number of students with disabilities by type, the number of students placed outside the district, the implementation of RtI and any additional measures that the Cabinet and/or the Board sees as important. It was suggested that the report resemble the Arlington Heights District 25 report.

It was noted that the Farnsworth Convention will be performed at Julian.

Member Spatz attended an Illinois Early Learning Data Evaluation committee meeting last week. He reported that it appears that the state will be going forward with the kindergarten evaluation survey.

The federal Race To The Top Early Childhood Challenge is completing a second round. States that just missed the cut last time are being asked to reapply. It was noted that the C.L.A.I.M. committee is working on this.

The Board was reminded that the Ethnic Festival will be held on May 5. Board members are asked to march in the parade. The Board secretary was asked to tell them when and where to report.

Information on the Shaker Heights trip was requested.



**BOARD RESPONSE TO PUBLIC COMMENT**

None

**EXECUTIVE SESSION**

EXECUTIVE SESSION

Gates moved, seconded by Sacks, that the Board of Education move into executive session at 10:12 p.m. Roll call vote.

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

Nays: None

Absent: None

Motion passed.

**OPEN SESSION**

OPEN SESSION

Traczyk moved, seconded by Gates, that the Board of Education move into open session at 10:47 p.m. All members of the Board were in agreement.

**ADJOURNMENT**

ADJOURNMENT

There being no further business to conduct, President Barber declared the meeting adjourned at 10:47 p.m.

The next regularly scheduled meeting of the Board will be held on Tuesday, May 8, 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

**Supplemental Materials**

FA PowerPoint

FAC Handout