

**Official Minutes of the
Oak Park Board of Education District 97
260 Madison Street, Oak Park, Cook County, Illinois
April 21, 2020 Meeting**

This meeting was held virtually using Zoom during the time of the Coronavirus pandemic. Everyone participated via electronic means.

President Broy called the meeting to order at 6:02 p.m.

ROLL CALL

Present: Broy, Kim, Spurlock, Breymaier, Liebl, Moore, and Kearney
Absent: None
Also Present: Superintendent Dr. Carol Kelley, Director of Communications Amanda Siegfried, Chief Academic and Accountability Officer Eboney Lofton, Senior Director of Buildings and Grounds Jeanne Keane, Senior Director of Equity Carrie Kamm, Senior Director of Technology Michael Arensdorff, Interim CFO Mark Sheahan, Consultant Rob Grossi, and Board Secretary Sheryl Marinier.

EXECUTIVE SESSION

EXECUTIVE
SESSION

Kim moved, seconded by Spurlock that the Board move into executive session for the purpose of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees or Legal Counsel for the District 5 ILCS 120/2(C)(1), Collective Negotiations 5 ILCS 120/2(C)(16) at 6:02 p.m.

Ayes: Kim, Spurlock, Kearney, Breymaier, Moore, Liebl, and Broy
Nays: None
Absent: None
Motion passed

OPEN SESSION

OPEN SESSION

Breymaier moved, seconded by Kearney that the Board move into Open Session at 7:00 p.m. All members of the Board were in agreement. The Board reconvened in Open Session at 7:03 p.m.

PUBLIC COMMENT

PUBLIC
COMMENT

Due to the nature of a virtual Board meeting, the public was asked to email their comment to the Board. All comments that were received prior to 7:00 p.m. were read aloud. The Board made it clear that any comments that were received after this portion of the meeting would be included in the minutes, but not read aloud. The following comment was received prior to the start of the meeting and was read aloud.

President Broy read the following statement from Michelle Mangan.

“Thank you for your continued dedication to our district during this pandemic. I have a concern that I have shared with Superintendent Kelley and Principal Jefferson, and would like to share with you as well.

I would like the district to plan for future possibility of additional coronavirus-related remote learning by allocating resources for, and implementing a learning management system (such as Canvas) for K-5 grades. This is already in place at the middle schools, so e-learning and remote learning has been an easier transition for students in 6-8 grades.

When I raised this issue with the superintendent, she mentioned elementary teachers and students can use

Google Meets and Zoom. These are video tools for synchronous sessions. These do not house content/curriculum. They are also not tools where students upload work or get teacher feedback. Some teachers have been using Google classroom, but students and parents cannot see grades or feedback like in PowerSchool used in the middle schools. This leads to parents not knowing whether work has been turned in or graded. The lack of a systemic place for curriculum materials means common curricula (such as Eureka Math) has to be created and linked separately by each of our 10 elementary schools.

Our teachers need more systemic, structural supports from District 97 administration. Relying on teachers to create their own websites that are not necessarily accessible on kids' iPads is not an efficient solution. Teachers have put in a lot of hard work, and I am thankful for their dedication - my request is to help support them now and in the future."

BOARD
REORGANIZATION

BOARD REORGANIZATION

3.1 ELECTION OF BOARD PRESIDENT

Kim moved, seconded by Kearney, that the Board of Education, District 97, elect Keecia Broy as President from April 21, 2020 until April 27, 2021.

Ayes: Kim, Kearney, Spurlock, Breymaier, Liebl, Moore, and Broy
Nays: None
Absent: None
Motion passed.

3.2 ELECTION OF BOARD VICE PRESIDENT

Broy moved, seconded by Moore, that the Board of Education, District 97, elect Jung Kim as the Vice President from April 21, 2020 until April 27, 2021.

Ayes: Broy, Moore, Spurlock, Breymaier, Kearney, Kim, and Liebl
Nays: None
Absent: None
Motion passed.

3.3 ELECTION OF BOARD SECRETARY

Broy moved, seconded by Breymaier, that the Board of Education, District 97, elect Sheryl Marinier as the Board Secretary from April 21, 2020 until April 27, 2021.

Ayes: Broy, Breymaier, Spurlock, Kearney, Kim, Liebl, and Moore
Nays: None
Absent: None
Motion passed.

President Broy thanked the Board for their confidence in her leadership, and shared that she is excited to continue her work with all and facilitate as leader. She acknowledged all of the Board members for their hard work on behalf of the district.

SPECIAL REPORTS

SPECIAL REPORTS

FINANCIAL SOFTWARE UPDATE

Michael Arensdorff, Senior Director of Technology acknowledged the team that initiated the process of researching and reviewing financial/human resources software. The team considered what the process of replacing the current software would involve. They considered the current problems and what would be required to resolve them. They participated in one site visit to Downers Grove to view Infinite Visions and virtually visited Naperville. Arensdorff recommended

Infinite Visions, explaining that the conversion would not just be a change in software, but a transformation, and all procedures, including Capex and analysis tools, will be reviewed and revised to streamline the process.

Rob Grossi, Financial consultant for the district explained that the review process will be critical to the Business and Human Resources departments, as well as other areas. He noted that upgrading the software will allow for alignment of budgets with the ISBE guidelines. He told the Board that Tyler Technologies, the parent company of Infinite Visions, is the largest company that provides software to the public sector. Grossi told the Board that he works with a lot of school districts that use Infinite Visions. The software has a onetime cost of \$228,000, which includes training, and an annual fee of \$50,500. He assured the Board that this software will provide a significant return on investment. Due to the current pandemic, Grossi recommended a conversion date of July 1, 2021. Additionally, Infinite Visions will supply a project manager to oversee the transition.

Grossi reported that the software will allow for the reduction of one human resources position immediately, and positions in all departments will see an increase of time due to the efficiency of the software.

Arensdorff explained that Infinite Visions offers smaller updates which is also more appealing. He noted that Skyward, the other software considered, offers large upgrades that require additional training.

Grossi told the Board that Infinite Visions is compatible with many other system, with a high integration level. Interest was expressed in knowing if Infinite Visions will be compatible with the data collected by Hanover Research.

Board comments included suggesting that the district think about how the webpage looks as it prepares to launch the new software.

ACTION ITEMS

ACTION ITEMS

5.1 APPROVAL OF MINUTES FROM THE APRIL 7, 2020 BOARD MEETING

Kim moved, seconded by Breymaier, that the Board of Education, District 97, approve the minutes from the April 7, 2020 Board meeting.

Ayes: Kim, Breymaier, Spurlock, Kearney, Liebl, Moore, and Broy
Nays: None
Absent: None
Motion passed.

5.2 APPROVAL OF THE CONSENT AGENDA

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

4.2.1 Approval of Bill List

4.2.2 Personnel

4.2.3 Donation – Irving

Ayes: Kim, Breymaier, Spurlock, Moore, Liebl, Broy, and Kearney
Nays: None
Absent: None
Motion passed.

5.3.1 APPROVAL OF SY21 TECHNOLOGY PLAN

Spurlock moved, seconded by Moore, That the Board of Education of Oak Park School District 97, directs that \$72,500 be included in the District 97 2020-2021 Technology Plan budget to cover purchases that have not already been Board approved for the third year of the 3-year technology plan as presented and discussed at the April 7, 2020 meeting.

Ayes: Spurlock, Moore, Kearney, Breymaier, Kim, Broy, and Liebl
Nays: None
Absent: None
Motion passed.

5.3.2 APPROVAL OF VOICE OVER IP RENEWAL

Spurlock moved, seconded by Kearney, that the Board of Education of Oak Park School District 97, approve the Voice Over IP 5-year lease renewal with Cisco/CDWG in the amount of \$42,139.57 annually, for the purchase and renewal of our phone solution, including hardware, software and services throughout the entire district as presented at the April 7, 2020 Board meeting and listed in the Board packet.

Ayes: Spurlock, Kearney, Kim, Moore, Broy, Breymaier, and Liebl
Nays: None
Absent: None
Motion passed.

5.3.3 APPROVAL OF CONTRACT WITH ICN CONSORTIUM WIDE AREA NETWORK (WAN) AND LAST MILE CIRCUIT

Kim moved, seconded by Kearney, that the Board of Education of Oak Park District 97, enter into a 24-month agreement (with an annual ability to continue services or deny) with ICN (services with Comcast & AT&T), to provide WAN and a 60-month agreement for Last Mile circuit services, at a monthly cost of \$0, inclusive of taxes and fees as shared at the February 18 Board meeting and listed in the Board packet.

Ayes: Kim, Kearney, Moore, Spurlock, Breymaier, Broy, and Liebl
Nays: None
Absent: None
Motion passed.

5.3.4 APPROVAL OF CAMERA BID

Moore moved, seconded by Kearney, that the Board of Education of Oak Park District 97 approves the Camera Upgrade Bid that was presented on April 7, 2020, in the amount of \$122,714.00.

Ayes: Moore, Kearney, Kim, Spurlock, Breymaier, Broy, and Liebl
Nays: None
Absent: None
Motion passed.

5.3.5 APPROVAL OF SUMMER 2020 WORK REBIDS

Spurlock moved, seconded by Breymaier, that the Board of Education of Oak Park District 97 approves the summer 2020 work rebids as presented on April 7, 2020.

Ayes: Spurlock, Breymaier, Kearney, Moore, Broy, Liebl, and Kim
Nays: None
Absent: None

Motion passed.

5.3.6 APPROVAL OF DENTAL AND LTD INSURANCE RENEWAL

Moore moved, seconded by Spurlock, that the Board of Education of Oak Park District 97, approve the Dental Insurance and Long Term Disability Insurance Renewal Rates effective July 1, 2020, as presented.

Ayes: Moore, Spurlock, Breymaier, Kearney, Broy, Liebl, and Kim

Nays: None

Absent: None

Motion passed.

5.3.7 APPROVAL OF HEALTH INSURANCE RENEWAL

Kim moved, seconded by Moore, that the Board of Education of Oak Park District 97, approve the Health Insurance Renewal Rates effective July 1, 2020, as presented.

Ayes: Kim, Moore, Spurlock, Breymaier, Kearney, Broy, and Liebl

Nays: None

Absent: None

Motion passed.

5.3.8 APPROVAL OF STAFFING RECOMMENDATION FOR SY21

Liebl moved, seconded by Spurlock, that the Board of Education of Oak Park District 97 approve the SY21 Staffing Recommendation as presented to the Board on April 7, 2020.

Ayes: Liebl, Spurlock, Breymaier, Kearney, Moore, Broy, and Kim

Nays: None

Absent: None

Motion passed.

5.3.9 APPROVAL OF HANOVER RESEARCH FOR DATA ANALYSIS

Moore moved, seconded by Kim, that the Board of Education of Oak Park District 97 approve Oak Park District 97's agreement with The Hanover Research Council LLC ("Hanover Research") from May 1, 2020 to April 30, 2021 for a cost of \$40,000 or not to exceed \$60,000.

Ayes: Moore, Kim, Spurlock, Breymaier, Kearney, Broy, and Liebl

Nays: None

Absent: None

Motion passed.

5.3.10 LINCOLN SCHOOL AFTER ACTION PLAN

Kearney moved, seconded by Breymaier, that the Board of Education of Oak Park District 97 approve the Lincoln After Action Plan as presented on March 17, 2020.

Ayes: Kearney, Breymaier, Moore, Kim, Spurlock, Broy, and Liebl

Nays: None

Absent: None

Motion passed.

5.3.11 RESOLUTION RECOGNIZING MAY 6-10 AS TEACHER APPRECIATION WEEK

Broy moved, seconded by Kim, that the Board of Education, District 97, approve the following resolution.

WHEREAS, teachers mold future citizens through guidance and education; and

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

WHEREAS, teachers have embraced the need for remote learning experiences during the recent COVID-19 pandemic; and

WHEREAS, our community recognizes and supports its teachers in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the Oak Park Elementary School District 97 Board of Education proclaims May 4 - 8, 2020, to be TEACHER APPRECIATION WEEK; and

BE IT FURTHER RESOLVED that the Oak Park Elementary School District 97 Board of Education strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work. Adopted this 21st day of April, 2020. Signed:

Ayes: Broy, Kim, Spurlock, Breymaier, Kearney, Moore, and Liebl

Nays: None

Absent: None

Motion passed.

APPOINTMENT OF ADMINISTRATORS

5.4.1 APPOINTMENT OF ASSOCIATE SUPERINTENDENT FOR EDUCATION

Spurlock moved, seconded by Breymaier, that the Board of Education of Oak Park District 97, appoint Felicia Starks-Turner as the Associate Superintendent of Education at an annual salary of \$160,000 effective May 1, 2020.

Ayes: Spurlock, Breymaier, Kearney, Moore, Broy, Liebl, and Kim

Nays: None

Absent: None

Motion passed.

5.4.2 APPOITMENT OF SENIOR DIRECTOR OF FINANCE

Spurlock moved, seconded by Kim, that the Board of Education of Oak Park District 97, appoint Patrick King as the Senior Director of Finance at an annual salary of \$130,000 effective July 1, 2020.

Ayes: Spurlock, Kim, Breymaier, Kearney, Moore, Broy, and Liebl

Nays: None

Absent: None

Motion passed.

ADMINISTRATIVE ITEMS

STR PARTNERS CONTRACT

Jeanne Keane, Senior Director of Buildings and Grounds reported that the agreement with STR Partners required some language changes. The updated document was shared and Keane assured the board that the charges will remain the same. This item will return to the Board for action on May 12, 2020.

TEACHER LEADER ROLES

Carrie Kamm, Senior Director of Equity recommended the following teacher roles on behalf of the teacher's role committee. She explained the process that the team followed that guided their recommendation for the 2020-2021 school year.

- **Increased Tier stipend for Related Service Provider Team Leaders (5 positions):** The Senior Director of Student Services, Donna Middleton, has made this recommendation due to the need to increase meeting and planning time with this team, as well as for supporting implementation of district-wide professional development and insuring consistency of practice in their related service area. Starting in 2020-2021, this team will meet monthly after school for 90 minutes and have a 3-hour summer planning session. This payment tier is commensurate with other committees/team who have the same level of meeting time outside of the instructional day. The recommendation is to change the stipend from Tier A (\$750) to Tier B (\$1,500).
- **Addition of Middle School Culture and Climate Tier 2 Team (6 positions; 3 at Brooks; 3 at Julian):** Under the direction of the Senior Director of Equity, Carrie Kamm, we have started to design Tier 2 behavior intervention supports for students (small social skills groups via the Mindful Middle Schoolers program facilitated by DePaul University Clinicians) and plan to implement additional interventions in 2020-2021. Within the Positive Behavior Intervention and Support framework, the purpose of the Tier 2 team is to ensure students receive timely access to interventions, oversee implementation, and use data to monitor student progress and evaluate the program's overall outcomes. The addition of this Tier 2 supports Policy 7:12-Component C/Eliminating Discipline Disproportionality. The stipend for this role is Tier B (\$1,500)
- **Increased Tier stipend Grade 6-8 Department Chairs (13 positions):** Based on feedback from teachers who have held the role of Grade 6-8 department chair, and based on analysis from Dr. Tawanda Lawrence, Senior Director of Curriculum, Instruction, and Assessment, the Teaching and Learning department supports increasing the Tier stipend level for grade 6-8 department chairs (for each middle school, 1 department chair for science, math, language arts, world language, humanities; shared across both schools-1 department chair for Design, Art, and Physical Education). In the last year, the level of work required of department chairs related to curriculum review and facilitating curricular unit reVisions has increased, along with leading professional learning that goes beyond the current tier stipend level. The recommendation is to change the stipend from Tier C (\$3,000) to Tier D (\$4,500).

- **Increase number of Special Education Team Facilitators from 12 to 17:** Based on feedback from teachers who have held the role of Special Education Team Facilitator, and based on analysis from Senior Director of Student Services, Donna Middleton, it has been determined that the workload for the current team facilitators goes beyond what they can reasonably manage. Team facilitators have a high level of expertise that allows them to insure that our management of the student IEP process complies with IDEA. It is also a stressful role. Team facilitators currently are paid \$180 for every evaluation they complete after 25 evaluations have been completed. Last school year, the Special Education department paid \$9,900 in overage for staff that exceeded 25 evaluations. Donna Middleton has recommended adding 5 additional team facilitator roles to alleviate the need for paying staff for overage, to mitigate the time intensity, and to help mitigate the stress level of this team.

Kamm explained that the projected financial impact of the proposed roles for the 2020-2021 school year is \$667,500.00. With the additional roles and stipend increases for SY21, there will be an increase of \$48,750 to the teacher leader roles budget. These increases will be offset by reductions in department budgets so the impact on the district's overall budget will be neutral.

Kamm told the Board that the committee has not had discussions yet about transitioning out of any roles. She also shared that the committee usually receives an appropriate amount of applications, making the process of filling the roles possible without having many applicants not receive an assignment.

Board comments included noting that the negotiation team spent a lot of time considering ways that the teachers might make more money. Interest was expressed in the demographics of the teachers assigned to roles. Kamm offered to share that data. Some confusion was expressed about the cost of the program. Kamm offered to review the calculations.

BOARD ASSIGNMENTS

STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP (as needed – FAC, FORC, CCE and CLAIM)

BOARD ASSIGNMENTS

COMMITTEE FOR COMMUNITY ENGAGEMENT (CCE)

It was reported that this committee will be meeting tomorrow. They will be discussing the school closures due to COVID-19. Board members were asked to email members Moore and Breymaier if they have anything they would like shared with this committee.

INTERGOVERNMENTAL LIAISON REPORT FOLLOW UP (as needed – IGOV, PTO council, CEC, OPEF, Community Council, Tri-Board on Equity, Policy, and Self-Evaluation)

OAK PARK EDUCATION FOUNDATION (OPEF)

The OPEF met on April 15 and talked about their finances. It was reported that their recent fundraiser had to be cancelled due to the pandemic. The group is not sure if they will be able to run the summer Base Camp program. They are considering ways to be flexible and creative. They are considering ways for some of the programs to transition to kits.

CONCLUDING ITEMS

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BOARD REMARK

No comments were shared.

AGENDA MAINTENANCE

The draft agenda for May 12, 2020 was reviewed and recommendations were suggested.

ADJOURNMENT

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There being no further business to conduct, President Broy declared the meeting adjourned at 8:07 p.m.

Board President

Board Secretary