

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting October 13, 2016**

President Gates called the meeting to order at 7:01 p.m.

Present: Gates, O'Connor, Spatz, Spurlock, Brisben, and Datta  
Absent: Felton  
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations  
Dr. Alicia Evans, Assistant Superintendent of HR Laurie Campbell, Chief Academic and  
Accountability Officer Dr. Amy Warke, 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, Senior Director of  
Technology Michael Arensdorff, Director of Curriculum and Instruction Carrie Kamm,  
and Board Secretary Sheryl Marinier

ROLL CALL

**PUBLIC COMMENT**

None

PUBLIC  
COMMENT

**REPORTS**

**FACILITIES ADVISORY COMMITTEE**

Paul May and Dirk Danker came to the table. They reported that the mission of the FAC committee is to provide on-going expert oversight and guidance to the Board and Administration regarding District facilities and infrastructure, the impact of the Strategic Plan, the District's master facilities plan, the District's 10-Year Life Safety Survey Report, and proposed summer related projects.

REPORTS

The 2015-2016 committee members were acknowledged and the committee's accomplishments were recognized. Special note was given to the oversight of the district's administration building, review of demographics study and capacity report, consultation regarding the turf fields, and attributes for the new Assistant Superintendent of Finance and Operations. Additionally, the committee reviewed and counseled regarding the Holmes School addition, review of the 10-Year Capital Improvement Plan and continued review of the annual Operations and Management objectives.

In regards to the administration building, the committee counseled regarding design details, cost savings alternatives, and architecture. They reviewed bids with district staff and STR Partners, and shared oversight of construction including engagement with Bully and Andrews.

The Capital Improvement Sub-Committee was formed this year to identify opportunities to repurpose under-utilized spaces, coordinate sequence of work with other CAPEX projects, and coordinate/sequence to minimize summer operations.

For the Holmes School addition, the committee reviewed the scope and design alternatives, reviewed cost and schedule impacts, provided recommendations regarding location, design, and cost savings measures. This work will continue into 2017.

The Capital Program Sub-Committee was established to review capital criteria and establish priorities in 7 categories;

1. Life Safety A & B
  2. Life Safety Category C / maintenance items
  3. Capacity improvements
  4. Previous 10-Year CAPEX goals
  5. Educational Enhancements
  6. Accessibility / ADA
  7. Temperature Control
- A ranking matrix was prepared to establish priorities and a sequencing schedule:
    - Life safety requirement (1 and 3-year)
    - Building capacity requirements/phasing

#### FACILITIES ADVISORY COMMITTEE (Continued)

- Summer building utilization / disruption
- Construction synergy / trade utilization / economies of scale
- Recommended sequencing presented to staff and Board.

Future and ongoing initiatives of the committee include;

- Assist in developing continuity with new staff members
- Continued oversight of Holmes School addition
- Identify bundling strategies to constrain program cost
- Continue oversight of district architect, STR partners
- Continue review and recommendations regarding CAPEX and maintenance objectives

Board comments include acknowledgement to all the FAC committee members (past and present) for dedicating so much of their time and expertise to the district.

It was reported that the timing of this report was not incidental. The FAC committee has been working on the administration building plans for eight years. It was noted that FAC provided the mechanism to examine all options, location and pricing.

#### SPECIAL EDUCATION

Mike Padavic and Ebonee Lofton came to the table with Special Education Coordinators Paula Andres, Michele Suedbeck, Laura Reeves and Stacy Robertson.

They reported that the Special Education department is working to support the District 97 vision by strengthening teacher and leadership capacity, strengthening the quality of resources and providing support for students and families. The team is utilizing ECRA data to drive instructional practices, piloted co-teaching at the elementary school level (Longfellow Elementary School) and provided professional development offerings that were both meaningful and relevant. They conducted joint meetings with Early Childhood Special Education (ECSE) and the PreKindergarten Partnership (PKP), expanded Special Olympics at the elementary level through funding from the Jeffrey Allen Gates Foundation, developed mentoring programs for the middle school students and expanded partnerships with Resurrection University and Dominican University's nursing department. Additionally, they provided two Saturday parent workshops (one in partnership with community agencies), and facilitated monthly parent support groups for parents of students in early childhood.

They reported that the 2016-2017 goals for the department include;

- Leverage the ATSR process to ensure special education teachers and related service providers are positively impacting student achievement.
- Refine and expand the following practices:
  - Co-teaching at three additional schools
  - High quality IEP development and compliance with IDEA
  - Leveraging the FAR process with related service providers to drive professional growth and promote the tenets of formative assessment
  - Continue to support special education teachers in ensuring students are able to access the new core general education curricula
  - Continue to use student data to identify areas of need and monitor student performance
- Conduct programmatic reviews of instructional strategies and tools
- Explore novel ways to deliver special education services to students
- Refine and expand reintegration from therapeutic day school placements
- Refine and expand the following practices;
  - Student – led IEP meetings
  - Professional development for teacher assistants
  - Continue to monitor disproportionality and issues of equity
  - Monitor implications of special education funding bills at the state and federal level
  - Monitor the implications of Senate Bill 100 on students with disabilities
  - Support MTSS implementation
- Support the work of the parent advisory committee
- Conduct parent workshops aligned to parent needs
- Implement the practice of leveraging facilitated IEP meetings

FACILITIES ADVISORY COMMITTEE (Continued)

Additionally, the team performed an ECRA data deep dive which included the following;

- Looked at Fall MAP scores and compared those scores to benchmark expectations
- Highlighted where students met benchmark
- Determined that approximately 300 of the total student population in grades 3-8 were at risk for not making growth or achieving benchmark expectations
- Reviewed IEPs to look at goals for reading and/or math
- Asked key questions to further determine root cause
- Reviewed programming (minutes and services)
- Reviewed curriculum for students
- Compared projected scores to the fall benchmark scores
- Developed an action plan to close the gap

It was reported that 176 students (third – eighth grade) with IEPs made growth in reading and 78 did not. In Mathematics, 209 students (third – eighth grade) with IEPs made growth and 60 did not. They noted the importance of ensuring that all students are growing and the need to continue to monitor student growth.

It was suggested that students should be encouraged to control their own IEPs, and the need for the department to improve the quality of the TAs and the services they supply to the students.

It was reported that the IDEA grant was increased for this year; however, the Medicaid funding might be phased out in the future.

It was noted that the next Parent Advisory Committee meeting will be held at Beye School on October 24, 2016.

The service delivery demographics as of June 30, 2016 were shared. It was noted that the department is conducting monthly childhood screenings.

It was reported that Hatch School now has a full-time nurse; however, 15 staff members are slated for retirement in June. The Board was reminded that those positions will be hard to fill.

Suedbeck reported that she is a member of the Collaboration team, and Preschool For All, and noted that the Collaboration developed a screening tool that the preschools can use. It was suggested that the district share some of the early childhood numbers with the Collaboration, as their tri-board meeting is scheduled in late November.

Padavic reported the need to ensure that students are meeting their IEP goals. It was noted that some students do not test well, so benchmark data is compiled on a weekly basis and observations are noted.

Padavic reported that this year included a record amount of foreign students moving into the district, and noted that there are 30 new out-of-district students this year.

Board comments included interest in tracking the exit rates by grade. It was noted that the district now has enough years of Collaboration work to track progress and identify any differences. Interest was expressed in the district offering programs that will attract new staff.

Interest was expressed in how placement into the PKP program is determined. It was noted that the district has only 12 slots and the program is currently in transition. Dr. Kelley recommended preschool for all and questioned how the district could provide seats for all students.

An invitation to the Hephzibah open house, scheduled for October 25, 2016 was shared.

**2.1.1 APPROVAL OF MINUTES FROM THE SEPTEMBER 27, 2016 BOARD MEETING**

**ACTION ITEMS**

Spatz moved, seconded by Datta, that the Board of Education of Oak Park District 97, approve the revised minutes from the September 27, 2016 Board meeting. Roll call vote.

Ayes: Spatz, Datta, Gates, O'Connor, Brisben, and Spurlock

Nays: None

Absent: Felton

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 (Revised at the table)
- 2.2.3 Acceptance of Donation - Hatch Water Fountains
- 2.2.4 Disposal of Property – Old Administration Office Furniture

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

**2.3.1 APPROVAL OF FINANCIAL AUDIT**

Datta moved, seconded by O’Connor and amended by Spatz, that the Board of Education of Oak Park District 97, accept the Fiscal Year 2016 audit as prepared by its auditing firm, RSM US LLP, formerly McGladrey, LLC, and forward to ISBE (Illinois State Board of Education) by its identified due date of October 15, 2016. Roll call vote.

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

**2.3.2 APPROVAL OF DISTRICT TO PURSUE FILLING OUT OF CONNECTED SPRINT GRANT FOR WIRELESS HOTSPOTS**

Spatz moved, seconded by Datta, that the Board of Education of Oak Park District 97, direct the district administration to pursue completing the Federal ConnectEd Sprint Grant that would include the purchase of wireless hotspots for students/families that do not have Wi-Fi at home as discussed at the September 27, 2016 Board meeting. Roll call vote.

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

**SUPERINTENDENT’S UPDATE**

SUPERINTENDENT’S UPDATE

Dr. Kelley reported that the Calendar Committee is scheduled to meeting during the month of November, and the Benefits committee met with HUB last week about their services.

Dr. Kelley read a statement regarding the history of the Multicultural Center, noting that it has been part of the district for the last 40 years. She reminded the Board that on August 16, 2016, they entered into an agreement with the Oak Park Public Library to move the collection to the Dole Library. The move will occur during the month of November and an open house will take place to celebrate the change. She noted that once the collection has been relocated, it will become more accessible to teachers, as the library is open evenings and weekends.

**BOARD ASSIGNMENTS**

BOARD ASSIGNMENTS

**STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP FORC**

The FORC committee is scheduled to meeting on October 24, 2016. The 5-Year projections will be reviewed at that time.

**INTERGOVERNMENTAL AND LIAISON REPORT FOLLOW UP IGOV**

It was reported that the latest IGOV liaison report has been posted on the Website.

The draft slide deck for the upcoming October 29, 2016 IGOV assembly was shared. Board members were thanked for submitting ideas, and administration was asked to help populate the slides by next Wednesday.

The CLAIM legislative forum will be held next Tuesday at Julian Middle School from 7:30 PM through 9:00 PM. All were encouraged to attend.

An email was share with the Board that included the Collaboration Report from September 29, 2016. It was reported that the Collaboration has been awarded a \$90,000 grant to continue their data work for the next two years. It was reported that Ericson Institute will submit another RFP for next year, allowing District 97 more time to plan. Additionally, it was noted that the district expressed interest in the project, but was not able to participate in the program this year. Dr. Kelley was acknowledged for helping to resolve the confusion around this opportunity. The Board was reminded that the Oak Park Education Foundation will be hosting LEGOpalooza at Fitzgerald's on October 27, 2016.

Appreciation was expressed to the Benefits and Calendar committees for working on scheduling meetings.

It was reported that the Citizen's Council is scheduled to meet this evening. Member Brisben will continue to attend these meetings when possible. It was noted that Vice President Felton has a conflict and will not be able to attend the meetings of this group.

#### REFERENDUM

It was reported that the referendum team is meeting weekly. They investigated the demographics numbers from 2011. It was noted that the difference in the reported amounts at the district level were less than 3 percent. Therefore, it is the recommendation of the team to not engage another demographics specialist at this time, but continue to use the Eller's data. It was reported that there is a software program that could be considered if the Board expresses interest in considering the change of school boundaries, etc.

Board comments included concern about possibly underestimating the number of students moving in and out of the district.

Alicia Evans came to the table. She reported that the Village provided data to her that they do not wish to share publically yet. She noted that the EAV was not part of the data; therefore, the data is of little use. It was suggested that the Board members and the administrations meet with the Village.

Inputs for operating funds referendum sizing were shared and considered. Internal drivers – “setting levels” to size operating funds referendum was discussed. The Board and administration were asked to share their questions for the right hand column of slide 19 of the PowerPoint presentation. It was noted that slide 22, framing hypothetical operating funds referendum sizes, will be populated for different scenarios.

Board comments included complimenting administration for the enhanced communication that went out to the community. Board members were asked to send items for the executive summary to member Brisben or Chris Jasculca as soon as possible. Interest was expressed in knowing where the district stands as far as items that are needed but cannot be afforded.

#### RETREAT AGENDA AND READING ASSIGNMENT

The Board members were reminded to read the article distributed via email prior to the retreat scheduled for October 17, 2016.

#### ADMINISTRATIVE ITEMS

##### APPROVAL OF SUPPORTING ORGANIZATIONS

It was explained that the district is reviewing activities planned by affiliated groups for the 2016-2017 school year and the Board will be asked to take action to accept their plans. It was noted that activities for CAST and BRAVO will be considered at a later time.

It was noted that the issue addressed by this request does not have anything to do with any current district policies. This item will return to the Board for action on October 24, 2016.

##### DEBT SERVICE EXTENSION BASE (DSEB) DISCUSSION

Chris Marquard from William Blair came to the table. He explained how the interest rates are determined and explained that District 97 has a double “A” rating, which is the third highest possible. He reported that all of the district's debt retires by December 2018. Marquard explained that Non-referendum Limited Bonds can be Working Cash and Life Safety Bonds. Additionally, he noted that Limited Bonds do not negatively impact the Operating Funds of the district. He explained that the district can issue bonds without a referendum to fund Capital projects, if the debt service payments fit within the district's Debt Service Extension Base (DSEB) (\$3,457,813). He noted that the types of Limited Bonds that the district can issue include: Working Cash Fund

ADMINISTRATIVE  
ITEMS

## DEBT SERVICE EXTENSIONS BASE (DSEB) DISCUSSION

Bonds, Life Safety Bonds and Funding Bonds. He noted that Limited Bonds do not negatively impact the operating funds of the district and are paid through the bond and interest tax levy up to the Debt Service Extension Base (DSEB). He noted that best practice is to amortize bonds quickly to reduce interest cost and allow flexibility for future projects. He reported that the District has approved Life Safety work to be completed in the summer of 2017 at a cost of approximately \$6,000,000. The district also has approved a classroom addition at Holmes School and district-wide Life Safety requirements to be completed in the summers of 2018 and 2019. He noted that the district has room in its Debt Service Extension Base in levy year 2016 and thereafter to pay off additional bonds. Because each issue is under \$10,000,000 in a calendar year, they are bank qualified; bank qualified bonds receive lower interest rates than non-bank qualified bonds by approximately .10 - .15 percent. He reported that the debt for this \$16,000,000 of bonds can be repaid over 5 years depending on future building needs.

Marquard recommended selling \$6,000,000 in DSEB bonds in 2016 to be paid off in 5 years, and \$10,000,000 in 2017, and the proposed financing schedule for the bond sale was shared.

Board comments included noting that no bonds were sold to build the new administration building.

It was noted that the bonds proposed above will need to be Working Cash and Life Safety Bonds, leaning more toward Life Safety. This item will return to the Board for action on October 25, 2016.

## DONATIONS – MANN AND LONGFELLOW PTOS

Dr. Kelley reported that the district has several schools that are no longer eligible to receive Title I funding. Some of them used the funds for tutoring dollars and they are not ready to make that change. Hatch did this last year and PTO paid wages for the tutors. Dr. Kelley asked the district attorney for his recommendation and the response was shared with the Board. Dr. Kelley instructed the schools to immediately stop following this practice. Dr. Kelley explained that the PTOs can donate dollars to the district and the schools could pay tutors. It was reported that Longfellow and Mann would like to do this. Dr. Kelley expressed the need to align practices with our values. She noted that there will be reallocation of funds for services to the schools that need it the most. This item will return to the Board for action on October 25, 2016.

Board comments included concern about equity among the schools. Dr. Kelley noted that tutoring is based on academic need. She offered to have the principal of Mann School speak to the Board about the needs at her school. Concern about the spirit of the federal funding was shared. It was suggested that the district check with legal to ensure that the allocation of fund follows the law. It was suggested that the district limit the amount of money that the PTOs can donate for this cause. It was suggested that administration talk to the PTOs as a whole and have them pool their money. The need to make sure that the practice is clear in a policy was also suggested.

## HOLMES DISCUSSION

Alicia Evans reported that the Village told her that a memorandum of understanding (MOU) is needed that addresses the easement issue at Holmes School and addresses the Village's interest at Hatch School. Two documents were shared with the Village and the Village is now requesting a land transfer at Hatch. Evans noted that this request is delaying the Holmes addition; therefore, she is recommending that the district postpone the Holmes project until the summer of 2018.

Board comments included suggesting that a motion be approved to help the community know the reasoning being the decision to delay the construction. It was suggested that the Board meet with the Village to try and resolve the delay. It was noted that the MOU identifies why the district is requesting the easement; therefore, it is not unreasonable to ask that the MOU also clearly state why the Village wants the land around Hatch School.

The Board agreed to have members Felton and Spurlock speak to the Village and Evans was asked to reach out to Cara Pavlicek to coordinate the meeting. The Board agreed to approve a motion to defer the Holmes construction and it was suggested that the motion should clearly identify the reason for the decision. Additionally, it was suggested that the Board communicate the delay to the Holmes community.

## CONCLUDING ITEMS

### BOARD REMARKS

The high school is running a drill team camp with the Kindergarten – fifth grade elementary girls and they are performing tonight.

The Collaboration for Early Childhood report indicated that the free and reduced lunch rates fell by six percent from 2014-2015 to 2015-2016. Concern was expressed that the State is requiring parents of Medicaid students to

CONCLUDING  
ITEMS

**BOARD REMARKS (Continued)**

fill out an additional form, which may be difficult to complete. Concern was expressed that this could affect the schools' Title I status. Interest was expressed in knowing what the district can do, or if there are other organizations in the community that could assist these families with this process.

Concern was expressed that the 2015-2016 Board goals are still posted on the top of the Board agendas. It was noted that the goals will be addressed during the Board retreat scheduled on October 17, 2016.

The Collaboration for Early Childhood tri-board meeting is scheduled to be held in our district office on November 30, 2016. It was suggested that we combine the meeting with a tour of the facility since most of the elected officials will be present.

It was suggested that future reports to the Board include more than just positive comments.

It was requested that all PowerPoint presentations be sent to the Board members prior to the meeting. It was noted that with the new board room set up, it makes it difficult for some of the Board members to see the presentation.

Board members were asked to respond to the IASB resolution document by October 20, 2016.

The Board will be moving forward with the plan sent on October 6, 2016 for the tour of the new administration building.

Member Spatz continues to be part of the meetings with Senator Lightford around educational reform. He noted that progress is being made, and that Senator Lightford expressed interest in the CLAIM meetings.

It was suggested that five minutes be added to the October 17, 2016 Board retreat agenda to review the draft agenda for the October 25, 2016 meeting.

The Board acknowledged the loss of long-time district employee Dee Dee Farmer and they were reminded that former Board member Peter Traczyk, who passed away in 2015, was instrumental in the planning of the new administration building.

**PARKING LOT REVIEW**

The Parking lot review was tabled until the document can be revised by the team.

**PARKING LOT REVIEW**

**BOARD RESPONSE TO PUBLIC COMMENT**

None

**BOARD RESPONSE TO PUBLIC COMMENT**

**BOARD MEETING AGENDA FOR FUTURE MEETINGS**

The draft agenda for the October 25, 2016 Board meeting will be reviewed during the Board retreat scheduled on Monday, October 17, 2016.

**ADJOURNMENT**

There being no further business to conduct, President Gates declared the meeting adjourned at 10:03 p.m.

**ADJOURNMENT**

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Board President

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Board Secretary