

**Official Minutes of the
Oak Park Board of Education District 97
260 Madison Street, Oak Park, Cook County, Illinois
August 13, 2019 Meeting**

President Broy called the meeting to order at 6:00p.m.

ROLL CALL

Present: Broy, Kim, Breymaier, Spurlock, Liebl, Kearney and Moore
Absent: Breymaier
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendents of Human Resources Laurie Campbell and Gina Herrmann, Interim Director of Communications Amanda Siegfried, Chief Academic and Accountability Officer Eboney Lofton, Senior Director of Administrative Services Felicia Starks Turner, Senior Director of Equity Carrie Kamm, Senior Director of Technology Michael Arensdorff, Senior Director of Buildings and Grounds Jeanne Keane, Consultant Rob Grossi, and Board Secretary Sheryl Marinier.

EXECUTIVE SESSION

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Liebl moved, seconded by Kim 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)(2)) at 6:00 p.m.

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

OPEN SESSION

OPEN SESSION

Liebl moved, seconded by Kearney that the Board move into Open Session at 6:27 p.m. All members of the Board in attendance were in agreement. A reception was held to welcome the district's new staff members. The meeting reconvened at 7:02 p.m.

INTRODUCTION OF NEW STAFF

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The principals introduced the new staff members for each school.

4.3.8 APPROVAL OF DIRECTOR OF COMMUNICATIONS

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Broy moved, seconded by Liebl, that the Board of Education of Oak Park District 97, appoint Amanda Siegfried as the Director of Communications at an annual salary of \$97,238 prorated with the start date of August 14, 2019.

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

PUBLIC COMMENT

PUBLIC COMMENT

None

SPECIAL REPORTS

SPECIAL REPORTS

FINANCIAL RESULTS-END OF FY19 AND PRELIMINARY 2019-2020 BUDGET

Rob Grossi came to the table. He reported the revenue and expense history since 2013. He noted that the revenues and expenditures were basically equal during 2019, noting a small surplus.

Grossi shared that the 2018 surplus is due to the way the tax money came into the district in 2017, and explained that the fund balances have been replenished to the same level as 2013.

FINANCIAL RESULTS-END OF FY19 AND PRELIMINARY 2019-2020 BUDGET (Continued)

The preliminary 2020 budget was shared, noting the following assumptions;

- Real estate tax revenues will increase approximately \$6.7 million due to the timing of collections
- The district will receive one final TIF surplus payment of \$1.6 million. Any additional real estate tax revenues from the closing of the TIF will be received in FY2021
- All other revenue sources will be flat versus the previous fiscal year
- Salaries will increase approximately three percent based on a combination of the collective bargaining agreement, other increases and change in staff size and composition
- Employee benefits will increase approximately 2.7 percent primarily due to increases in health insurance premiums
- The district is projected to borrow the remaining 27.5 million of referendum bonds during the fiscal year
- The district is projected to spend approximately \$25 million in major capital projects during the fiscal year
- All other expense types are projected to increase approximately three percent during the fiscal year

Grossi explained real estate patterns to the Board, and used a color chart to explain how the taxes are collected and how they relate to the annual levy amounts. He shared budget revenue and expenditure charts that indicated that both are expected to increase over the FY2019 figures. He noted that if the revenues and expenditures go as expected, the district will see a \$4 million surplus for the year.

Grossi explained the timeline for the budget approval;

- August 13, 2019 -Board review tentative budget, authorizes placement of the tentative budget on display and calls for a public hearing on the budget on September 24, 2019.
- August 14, 2019–The tentative budget goes on display in the district office, and notice of the public hearing scheduled for September 24, 2019 is placed in newspaper.
- September 24, 2019–The district holds public hearing on the budget, and the Board of Education approves the final budget.
- September 24, 2019–The approved budget is filed with the Illinois State Board of Education.

Grossi explained that the district tries to maintain a five to six month reserve. He noted that 40 to 50 percent of school districts try to maintain a five month reserve.

Grossi explained that in 2019, the Board received bond proceeds of \$30 million, and has spent \$22 million of those funds, leaving about \$8 million as of the end of July. He suggested that a future discussion will be necessary to determine the best use of the remaining funds.

Grossi noted that General State Aid will never increase, so the only means of revenue growth is real estate taxes.

ACTION ITEMS

ACTION ITEMS

4.1.1 APPROVAL OF MINUTES FROM THE JULY 16, 2019 BOARD MEETING

Spurlock moved, seconded by Moore, that the Board of Education, District 97, approve the minutes from the July 16, 2019 as presented.

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

4.2 APPROVAL OF THE REVISED CONSENT AGENDA

Spurlock moved, seconded by Kearney, that the Board of Education, District 97, approve the revised consent agenda.

- 3.2.1 Approval of Bill List
- 3.2.2 Personnel
- 3.2.3 Approval of Change of Signatories

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

4.3.1 AUTHORIZATION TO PUBLISH THE TENTATIVE 2019-20 BUDGET

Moore moved, seconded by Kim, that the Board of Education of Oak Park District 97, review its Tentative 2019-2020 budget, authorizing placement of such tentative budget (with any subsequent changes) on display for a minimum of 30 days and authorizing a public hearing of said budget on September 24, 2019.

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

4.3.2 APPROVAL OF THE DATA SHARING AGREEMENT WITH DEPAUL UNIVERSITY

Liebl moved, seconded by Kim, that the Board of Education of Oak Park District 97, approve the data sharing agreement between Oak Park School District 97 and DePaul University (Mindful Middle Schoolers program).

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

4.3.3 APPROVAL OF SALARY INCREASES FOR LUNCHROOM, PLAYGROUND AND SUB-CUSTODIAN PERSONNEL

Kim moved, seconded by Moore, that the Board of Education of Oak Park District 97, approve the New Pay Rates for Substitute Teaching Assistants, Custodial Substitutes, and Lunchroom and Playground Workers as presented.

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

4.3.4 ACCEPTANCE OF VEHICLE TRADE-IN

Spurlock moved, seconded by Kearney, that the Board of Education of Oak Park District 97, approves the Vehicle Trade-In of two (2) older vehicles for the purchase of one (1) new vehicle that was presented on July 16, 2019.

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

4.3.5 APPROVAL OF THE MEMORANDUM OF UNDERSTANDING WITH OPTA

Kim moved, seconded by Kearney, that the Board of Education of Oak Park District 97, approve the Memorandum of Understanding with the Oak Park Teachers Association that clarifies expectations for extra duty work to be performed by elementary art, general music, and instrumental teachers and the accompanying stipend amounts.

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

4.3.6 APPROVAL OF GENERAL STATE AID RECALCULATION PROPOSAL

Spurlock moved, seconded by Moore, that the Board of Education of Oak Park District 97, accept the buyout offer from Franczek, which represents a two-thirds reduction in the payments made to Franczek should all payments be made by the State.

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

4.3.7 APPROVAL OF SECURITY CAMERA PROPOSAL

Spurlock moved, seconded by Kearney, that the Board of Education of Oak Park District 97, approves the Security Camera Proposal of \$137,647.13 from IP Vision.

Michael Arensdorff introduce Jim Hackett as the new Security person for the district. They reported that the RFP and bids for security cameras were released in early July. Because there is only one meeting in July and one in August, they requested that the Board consider this recommendation and approve it in one meeting.

They explained that the current system does not complement the Board policy or promote student and staff safety; and it increases the liability faced by the district due to several inoperable cameras, lost footage and expanded review times. Hackett explained that the request is in line with Policy 4:173 Video Surveillance and Electronic Monitoring. He explained that the bid includes a new video management system and 93 new cameras, and if approved this evening, the project would begin by the end of this week with a targeted completion date prior to the opening of school. He noted that the cost of the project is \$137,647, including training and additional exterior cameras, which is below the budgeted amount. Arensdorff reminded the Board that this item has been included in the last two budgets and not completed because the security position was not filled until now.

They asked the Board to consider waiving the two meeting practice and approve this request this evening. They noted that if the approval is delayed, the district would need to have the work completed at nights and on weekends, which would be a major delay.

Going forward, they anticipate the need for \$50,000 in the 2020-2021 budget to complete the refresh of the remaining cameras. The final phase would be to evaluate the system to identify if additional cameras are needed. Hackett reported that the server comes with a 5-year warranty that could be extended to 10 years. Genitech releases an upgrade to their servers annually, but the cameras are compatible with other software if needed.

Arensdorff explained that the camera footage is owned and controlled by the district. The system is currently set to save recordings for 30 days, but due to the capacity, the district is currently able to hold recordings for about 55 days.

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

SUPERINTENDENT’S REPORT

Dr. Kelley acknowledged the retirement of Laurie Campbell and thanked her for her years of service. Dr. Kelley also acknowledged Michael Arensdorff for earning a National Certification that certifies him as an Education Technology Leader. She explained that it was an intense process, and shared that Arensdorff is one of only a few people across the nation who has that endorsement.

SUPERINTENDENT'S REPORT (Continued)

State of the District

Dr. Kelley reminded the Board of the four goals, and reported on the status of each.

- All students be known, nurtured and celebrated learners
 - 72 percent of students provided favorable responses to survey questions? When I am at school, I feel I belong.”The excellence target is 95 percent
- All students to be empowered and passionate scholars
 - 89 percent of students attend school more than 90 percent of the instructional days. The excellence target is 98 percent
 - 2.11 percent of student suspensions (out-of-school, in-school). The excellence target is less than 2 percent.
- All students to be confident and persistent achievers
 - 72 percent of the students at or above grade level in reading (source: Spring RIT Score = 191). The excellence target is 90 percent
- All students to be critical thinkers and global citizens
 - 42 percent of students are “projected college ready” in math and 53 percent of students are “projected college ready” in reading. The excellence target is 80 percent

Board comments included interest in knowing how the projected college ready figures compare to other district, and knowing what the district has been doing in this area to try and be successful.

Dr. Kelley went into detail on each pillar;

PILLAR 1 – Equitable Access to Rigorous Responsive Instruction

Dr. Kelley explained that all children have the same chance for higher learning that suits their learning styles and cultural backgrounds. She explained that efforts in this area include;

- A broadened implementation of inclusive practices to support meaningful access to general education learning environments, curricula, and experiences for students with disabilities
- 60 percent of the audited International Baccalaureate (IB) unit plans are complete, rigorous, and meet IB requirements
- 68 percent of teachers report comfort and confidence with use K-5 literacy curricula resources
- Resources and support are being provided to teachers and administrators to implement differentiated math instruction in third and fourth grade

PILLAR 2 – Strong Relationships with Families and Community

The goal in this area is for trust between home, school, and the community be present, and all are working together for student success. She explained that efforts in this area include;

- 23 community organizations are partnering to advance equity with the district
- 90 percent of parents of students with disabilities indicate that their children feel safe and possess a sense of belonging
- The “We are D97” campaign was launched to profile our students and staff
- Leveraged teacher and student focus groups to provide data to shape continued expansion of co-teaching supports

PILLAR 3 – Effective Teachers, Leaders and staff for Every Student for Every School

The goal in this area is for the principals and teachers to effectively support students, as our district leaders actively support them. She explained that efforts in this area include;

SUPERINTENDENT'S REPORT (Continued)

- Providing professional learning sessions on inclusive practices for general education teachers and special education teachers
- 40 District 97 teachers currently hold National Board Certification, and there are five cohorts of candidates working toward that goal
- The district hosted numerous workshop-style professional learning events and provided job-embedded coaching for staff

PILLAR 4 – Data Driven Continuous Improvement

The goal in this area is to ensure that school resources are focused on strategies with proven results for students. She explained that efforts in this area include;

- Ensuring that 98 percent of mechanical equipment is in working order
- The paper process for the 504 plans has been transferred to a web-based platform, enabling the district to seamlessly manage pre-referral, eligibility 504 development, accommodations documentation and reporting to parents via a secured Internet site.

Dr. Kelley shared the following successes;

- The We Are D97 staff profiles
- Team of Instructional Coaches
- The National Board Certified staff
- Internet for ALL
- Co-Teaching/Inclusive Teaching Practices
- Additional Student Supports

She shared her thoughts for future growth

- Build and sustain a positive culture and climate
- Strengthen collective teacher efficacy
- Strengthening instructional effectiveness, and supporting student success

PLANS FOR THE SPECIAL BOARD MEETINGS – AUGUST 14 AND 19

Dr. Kelley thanked Amanda Siegfried for her efforts with the planning of the two special meetings. She noted that the district has used all of its community strategies and the Oak Park communicators to advertise the events. Each building principal was asked to bring four family members to each of the events. The district has partnered with the Township to provide transportation. The event will be held at Brooks Middle School tomorrow and the public library on Monday, from 6:30 p.m. – 8 p.m., Dr. Kelley explained that the public comment portion of the meeting will be held until the end of the meeting to streamline the time. She explained that focus groups are being coordinated in addition to these two events.

Board comments included concern about how the community leaders were chosen for the groups, noting that the groups it was advertised in each have less than 1,000 members. It was noted that the summer Hephzibah program and the Camp Sparks program are both ending soon, and it was suggested that flyers be sent to them for distribution. Interest was expressed in knowing the plan for tracking who participated in the events, and figuring out why others did not participate.

ADMINISTRATIVE ITEMS

INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF OAK PARK REGARDING THE JOINT FIBER PROJECT

Tabled

ADMINISTRATIVE ITEMS

DONATIONS

Jeanne Keane shared that the Irving PTO expressed interest in donating a Gaga Pit at a cost of \$2,271, SOS kits at a cost of \$4,500, and sensory kits at a cost of \$1,600. No questions were asked by the Board. The Board will take action on these items during the September 10, 2019 Board meeting.

FUEL INTERGOVERNMENTAL AGREEMENT WITH VILLAGE

Keane reported that the Village created an Intergovernmental Agreement for the use of their fuel. The district had been paying 10 cents a gallon in the past, and the cost will now be 21 cents a gallon. She explained that the difference is expected to offset the maintenance costs. This item will return to the Board for action on September 10, 2019.

BOARD ASSIGNMENTS

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

FACILITIES ADVISORY COMMITTEE (FAC)

Keane reported that the FAC committee met on August 6, 2019. During their meeting, they discussed the Lincoln School playground needs. FAC is recommending that the 15-year-old playground equipment be replaced. The estimate is \$211,000. FAC asked that Keane switch out a “Crab Trap” priced at \$65,000 for a less expensive option. The total of \$211,000 remains under budget, so a change order can be processed. Keane noted that since the meeting the equipment has been changed and shared with FAC. The new total is \$158,713 with installation.

FAC reviewed the draft plans to make Beye School accessible. The costs are prohibitive under the current amount of dollars left of the referendum of 2017. FAC recommended that the Board of Education set priorities of three aspects of the referendum funding: Accessibility, A/C, STEM Labs. FAC further asked STR Partners to design a third option that would keep the existing structure with expansion and redesign of interiors. President Broy is working with Member Spurlock and Rob Grossi to determine what finances are available and consider opportunities.

COMMITTEE FOR COMMUNITY ENGAGEMENT (CCE)

Member Moore reported that the committee met last week. She noted the turnover in volunteers and Board representation on the committee. They discussed options for conversations. Topics for consideration included bussing, seeking clarity on the new MTSS position, and the gifted and talented program. It was noted that member Kim is part of the GTD update group.

Concern was shared that several online groups were not included in the communications for the special Board meeting scheduled for tomorrow evening. It was noted that a lot of the groups are closed, restricting district access to them. It was suggested that the Board members post updates into the groups that they belong to.

Member Kearney offered to share the communication guidelines with the other Board members. A Google doc containing a list of groups to reach out to was suggested. Copies of flyers for distribution were suggested at Hephzibah and the Club House.

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

IGOV

It was reported that October 26, 2019 is the tentative date for the next IGOV forum. During their last meeting, those in attendance discussed property taxes. It was noted that the IGOV representation from all the governing bodies is new this year.

PTO COUNCIL (PTOC)

It was reported that the PTOC is interested in having a Board member address the group regarding the Equity policy during their April, 2020 meeting. It was also suggested that the Board consider sending a Board member to attend one meeting at each of the individual school’s PTO meetings to talk about equity. It was noted that the Board did try to attend individual school PTO meetings last year and were told that the groups could not find time on their agendas for this discussion.

TRI-BOARD ON EQUITY

It was noted that the three members of the Tri-board on Equity are all new and may need some direction on how to proceed.

POLICY

It was reported that the Policy committee will be scheduling a meeting in the near future. The committee plans to review all policies comprehensively, and considered other items that might need to be addressed, like sustainability and cell phone usage. It was suggested that Jeanne Keane be invited to the next committee meeting to talk about partnership agreements related to facility usage.

SEXUAL HARASSMENT COMMITTEE

The Sexual Harassment committee met in June. It was reported that some minor changes were made to the draft policy based on feedback that was received. Chris Jасulca and Carrie Kamm had asked legal to review the changes and Kamm just received their recommendation.

EQUITY POLICY IMPLEMENTATION UPDATE

This item was tabled until tomorrow’s special meeting. The meeting will be held at Brooks Middle School from 6:30 pm – 8:00 pm.

CONCLUDING ITEMS

CONCLUDING ITEMS

BOARD REMARKS

It was reported that the Committee for Community Engagement will be reaching out to Dr. Kelley to clarify the Board’s role, and how to communicate that role to the public. It was explained that the community is interested in understanding the proper protocols for reaching out to the district, and the interest was expressed in the Board members knowing how to respond to emails, etc.

One Board members expressed excitement about the equity policy work. The policy committee members were acknowledged. It was noted that the upcoming community meetings are the beginning of the process, with no plans to solve anything at this point.

AGENDA MAINTENANCE

The draft agenda for the September 10, 2019 Board meeting was reviewed and revisions were recommended.

ADJOURNMENT

ADJOURNMENT

Moore moved, seconded by Breymaier to adjourn the meeting. There being no further business to conduct, PresidentBroy declared the meeting adjourned at 9:10p.m.

Board President

Board Secretary