



# Oak Park Elementary School District 97

260 Madison Oak Park Illinois 60302 ph: 708.524.3000 www.op97.org

---

**To:** Board of Education  
Dr. Ushma Shah, Superintendent

**From:** Sheila Johnson, Assistant Superintendent of Finance and Operations

**Authorization:** Pay Bills and Hire Staff

**Date:** June 11, 2024

The administration is requesting that during the June 11, 2024, Board meeting under the Consent Agenda, the Board grant the administration the authority to pay bills before the next Board approval. This will ensure all bills are paid on time, and no penalties or interest is incurred. We understand the importance of financial control and will implement strict monitoring and reporting procedures to mitigate any potential risks.

In addition, the administration requests that the Board grant the authority to hire staff for open positions between Board meetings if needed. This decision will ensure that District 97 can offer positions to the best-qualified staff without delay before the start of the school year. All new hires and expenditures will be included on the next Board agenda and provided for the Board's review.