

**Official Minutes of the  
Oak Park Board of Education District 97,  
970 Madison Street, Oak Park, Cook County, Illinois  
Meeting February 27, 2016**

President Gates called the meeting to order at 8:46 a.m.

Present: Brisben, Gates, O'Connor, Spurlock, Felton, Datta, and Spatz  
Absent: None  
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations  
Therese O'Neill, Board Intern Kelsey Conner, and Board Secretary Sheryl Marinier

ROLL CALL

**EXECUTIVE SESSION**

Felton moved, seconded by O'Connor, that the Board of Education move into Executive Session at 8:47 a.m. to discuss (Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees or Legal Counsel for the District 5 ILCS 120/2(c)(1), Collective Negotiation 5 ILCS 12/2(c)(2)). Roll call vote.

EXECUTIVE SESSION

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

OPEN SESSION

**OPEN SESSION**

Brisben moved, seconded by Spatz, that the Board of Education move into Open Session at 9:28 a.m. All members of the Board were in agreement. The meeting reconvened at 9:33 a.m.

**PUBLIC COMMENT**

None

PUBLIC COMMENT

**ACTION ITEMS**

**2.1** **SUSPENSION OF TENURED TEACHER WITHOUT PAY**

ACTION ITEMS

O'Connor moved, seconded by Brisben, that the Board of Education of Oak Park District 97, approve the 10 day suspension without pay and Notice to Remedy for tenure teacher Phyllis Frick. Roll call vote.

The Remedial Warning was read aloud.

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

**DISCUSSION ITEMS**

**COMMUNITY ENGAGEMENT**

COMMUNITY ENGAGEMENT

Board Intern Kelsey Conner came to the table. Vice President Felton explained that there might be some overlap between the work that the Board does on Goal Area 3 (Community Engagement) and the efforts of the Superintendent in this area.

Board members were asked to share what they considered to be successful outcomes for the day. They were identified as follows;

- Need action items
- Important for the Board to clearly articulate and be on the same page on how the Board communication and the administration's dove-tail and synchronize by the view of the public
- Need to be clear on identifying who the groups are that make up our community, what there obstacles might be, and what we would do with their input
- Need for a concrete plan for moving forward
- Actual plan and next steps assigned to Board members that uses community feedback

- Agree on a way to measure the success of the initiatives and a feedback
- Come to a consensus on what the goal is – beyond identifying groups we want to engage with
- Systems and mechanisms for community engagement. The Board needs to focus on the mechanisms
- Consider how the Board structures meeting time allowing for Dr. Kelley to report on the administrative community engagement piece
- Identify who the Board is seeking to engage in support of the vision/mission

The Board discussed what it means to engage with the community. A survey of the Board was suggested. Interest was expressed in knowing if the administration could identify the parent groups that they want to reach out to.

It was suggested that IASB already invented the wheel and the Board should use its publication of *Principals for Effective Governance* for guidance.

Board comments included;

- The definition of deliberating was questioned
- The following statements was suggested to define the Board community outreach work
  - Community feels that the Board wants and uses community feedback
    - Consider replacing “feels” with “understands” or “faith”
    - The definition of community was questioned
  - It was agreed that the Board needs to reach families with/without children, profits, non-profits and religious groups
- It was suggested that the Board reflect on when to go to the community for opinion and/or direction
- Listening tours were suggested to engage community
- Part of the reason for government is to gather information but there is a danger of preserving the status quo by implying that feedback will be use, making it hard to get change. There are different pieces that you want to engage people in. Make them know that you are using their input to help you make a decision not going with the majority. You need to communicate that with people. Ask questions that lead to a decision
- We currently lack effective ways for people to share input when they have not been asked. The culture and the message we send is that those are extreme things to do. There may still be different groups that we need to work harder to solicit input from
- We are less purposeful about thinking about the timing of some requests. By the time we get emails or public comment the ship has sailed
- A vision/mission was suggested
- Increase the number and range of community touch points at which citizens can interact with the Board. It was suggested that the Board inventory the current touch points.
- Supply a mechanism for people to raise important issues so the Board can see if there are themes
- The Board needs a more systematic mechanism for responding
- The Board should take full advantage of the administration team
- Vision planning work is targeted engagement
- It was suggested that two Board members sit on the Superintendent’s Advisory Panel
- It was suggested that the Board create a mechanism and Board agenda time to hear the community input generated by staff and partners in a systematic way so that the community is part of important Board conversations. It was suggested that Board reports identify the key stakeholders
- A chart was recommended on the Website that could be used as guidance for the public
- Consider performing a similar audit for the information reaching different member of the community as the information the Board is receiving

O’Connor left the meeting at 10:56 a.m.

It was agreed that members Datta and O’Connor, along with Kelsey Conner will work together to Inventory current touch points (including the IAPA chart) and identify gaps.

It was agreed that President Gates and member Spurlock will work on the mission/vision and develop a message statement to be released to the public.

It was agreed that President Gates and Vice President Felton will create a mechanism for receiving data and getting feedback to the Board.

It was agreed that members O'Connor and Datta will participate on the Superintendent's Advisory Panel.

These items should be added to the long-term calendar and will move forward when each team is ready to report.

#### REFERENDUM DISCUSSION

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The revised Forecast5 assumptions were reviewed. It was noted that the timeline as to when the district crosses the zero line did not change.

Interest was expressed in knowing how often other districts ask for referendums and the sizing of them.

The draft resolution was reviewed. This item will return to the Board for action on March 15, 2016. Member Spatz, Therese O'Neill and Chris Jасulca were acknowledged for their work on this project.

Member Spurlock left the meeting at 11:40 p.m.

The referendum sizing, type timeline was discussed. It was agreed that this conversation will continue during the April 12, 2016 Board meeting.

The following Referendum Sizing and Type Decision Timeline was proposed

- March 15, 2016 Discuss and create timeline with dates
- April 12, 2016 Create timeline and process for decisions on:
  - Sizing and type (including whether to form committee(s) or not)
  - Options and timing for varied and appropriate community engagement strategy
- April to June Understand types and sizes and establish white lines and re-evaluation criteria
- July 26, 2016 Quarterly check of assumptions and white lines
- July to Sept. Narrow the types and range of sizes to a smaller number to focus on
- October 25, 2016 Another check of assumptions and white lines
- November 15, 2016 Final Presentation of Projections, changes in laws, and other information
- November 29, 2016 Final Discussion and Consensus on the type(s) and sizes(s)
- December 13, 2016 Adoption of an intent to approve referendum type(s) and size(s)
- January 10, 2017 Final approval of wording, type(s), and size(s)
- January 17, 2017 Last date to file to get on the ballot
- April 4, 2017 Referendum Election Date

It was suggested that Liz Hennessey present on the sizing and type options as the State laws may have changed since 2011.

The Board was reminded that community committees can be formed in support or against the referendum; however, they cannot be formed through the Board of Education or the School District.

It was agreed that the Board will need 15 minutes on the March 15, 2016 agenda to adopt the referendum resolution and create the timeline.

During the April 12, 2016 meeting the Board will determine how many meetings will be necessary and how much time will be needed at each meeting.

A list of ideas (see below) of requested actions for FORC for spring of 2016 was created. It was noted that even after being finalized by the Board, FORC is authorized to recommend to the Board additions, deletions, or updates.

- Compare the Fall 2011 (post referendum, post pay freeze) projections with the actuals and current projections to create a “report” of where our projections were close and where and why they were further off and how, if at all, the projections, the assumptions, or the process for setting the assumptions should be modified based on that analysis
- Review all the assumptions on the Assumption Report and create three versions – Better, Worse, and “Official”. CPI has been noted as one assumption that requires attention
- Review all inputs to Forecast5 for determination of whether any should be considered “major” and made visible/transparent to the Board, FORC, and public. The projected payments from the TIF have been noted as a possible item
- After the overall 10-year Capital Plan (including life safety projects) is reviewed by FAC and is known, incorporate both the funding and expenses into the projections. In addition, review the report on short and long-term DSEB capacity remaining, if any
- Provide input in determining the white lines for Board review of the intent to run a referendum in April, 2017
- Identify which assumptions are most important to watch (because they have a big impact and/or are likely to change before December 2016)
- Compare the externally driven assumptions (CPI, pension shift, GSA funding level, etc.)

Items to be added to the list were identified as;

- Compile comparison district referendum history, including their property tax increases

It was agreed that FORC may want to add to the list. It was noted that their next meeting is this coming Monday evening.

It was noted that TIF payments that the district is expected to receive are not included on the assumption page.

Board interest included making sure that the district has enough money to complete the 10-year capital plans. Quarterly check-ins were suggested allowing the Board to periodically reconsider the April, 2017 target date. It was noted that some of the District 200 board members seem to be willing to align the District 97 assumptions with theirs or identify where they are different.

Member Spatz volunteered to work with Chris Jasculca and Saad Bawany to prepare a press release to be handed out around the March election.

**ADJOURNMENT**

There being no further business to conduct, President Gates declared the meeting adjourned at 11:58 a.m.

ADJOURNMENT

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Board President

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Board Secretary