



Oak Park Elementary School District 97

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TO: Board of Education
FROM: Superintendent, Dr. Carol Kelley
SUBJECT: OPTA Concern
DATE: February 5, 2016

On January 29, 2016, Principal LeeAndra Khan from Brooks Middle School and the leadership of the Oak Park Teachers' Association (OPTA) made me aware of a pair of issues related to the current OPTA collective bargaining agreement that require the attention and action of the Board of Education. These issues include the following:

1. The columns titled "Summative Evaluation Conference Year 4" and "Summative Evaluation" that are featured in Appendix D of the agreement (last four pages of the document) currently state that the evaluator will meet with the person being evaluated within 10 days of the post observation. This information does not align with standard best practices or reflect the district's long-standing practice related to the performance of summative evaluations.
2. The column titled "Formative Observation" is incorrect. It should actually be titled "Formal Observation."

When I contacted the board attorney regarding these issues, he stated that "someone internally who was putting the contract together should have seen [them]." He also said that these are not issues with the contract language per say, but rather ones related to the execution of the process/procedures that are outlined in Appendix D.

While the attorney believes the OPTA would have a difficult time bringing this matter before an arbiter given that it was directly involved in the negotiating process and ratified the agreement, he recommends that we work with the group on the creation of a Memorandum of Understanding (MOU) that addresses both issues.

The proposed timeline for completing the MOU process would be as follows.

- The Board of Education would discuss the issues and the recommendation from the attorney during its executive session on February 8, 2016, and provide the Superintendent/administration with direction regarding how it wants to proceed in the matter.
- If the Board chooses to support the recommendation from the attorney, the Superintendent/administration would contact the OPTA on February 9, 2016 to determine if the group would agree to the creation of the MOU.
- If the OPTA agrees to the creation of the MOU, the Superintendent/administration would work with the board attorney on draft language. That draft language would be provided to all of the parties involved for review/feedback prior to it being finalized.
- Once the MOU is finalized, it would be presented to the Board and OPTA for formal review/approval. The Board would review the document during its meeting on February 23, 2016. It would vote to approve the document during its meeting on March 15, 2016.

If the Board and/or OPTA do not support the recommendation to create an MOU, the Superintendent/administration will talk to the board attorney about alternative solutions for remedying the issues with Appendix D.