

**Official Minutes of the
Oak Park Board of Education District 97
260 Madison Street, Oak Park, Cook County, Illinois
October 10, 2017 Meeting**

Member Spatz called the meeting to order at 6:32 p.m.

ROLL CALL

Present: Spatz, Spurlock (by phone at 6:35 p.m.), Liebl, Breymaier, Broy and Datta
Absent: O'Connor
Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Dr. Alicia Evans, Assistant Superintendent for HR Laurie Campbell, Chief Academic and Accountability Officer Dr. Amy Warke, Senior Director of Special Services Eboney Lofton, Senior Director of Policy, Procedures and Communication Chris Jасulca, Senior Director of Administrative Services Dr. Felicia Starks Turner, Senior Director of Equity Dr. Carrie Kamm, and Board Secretary Sheryl Marinier

EXECUTIVE SESSION

EXECUTIVE SESSION

Breymaier moved, seconded by Liebl, that the Board of Education move into Executive Session at 6:32 p.m. to discuss (Purchase or Lease of Real Property 5 ILCS 120/2(C)(5)).

Ayes: Breymaier, Liebl, Spatz, Spurlock, Datta, and Broy
Nays: None
Absent: O'Connor
Motion passed.

OPEN SESSION

OPEN SESSION

Breymaier moved, seconded by Datta, that the Board of Education move into Open Session at 6:57 p.m. All members of the Board were in agreement. The meeting reconvened at 7:03 p.m.

PUBLIC COMMENT

PUBLIC COMMENT

None

ACTION ITEMS

ACTION ITEMS

APPROVAL OF MINUTES FROM THE SEPTEMBER 12, 2017 BOARD MEETING

Breymaier moved, seconded by Datta, that the Board of Education, District 97, approve the minutes from the September 12, 2017 Board meeting as presented.

Ayes: Breymaier, Datta, Liebl, Spatz, Spurlock, and Broy
Nays: None
Absent: O'Connor
Motion passed.

APPROVAL OF MINUTES FROM THE SEPTEMBER 13, 2017 SPECIAL BOARD MEETING

Liebl moved, seconded by Broy, that the Board of Education, District 97, approve the minutes from the September 13, 2017 special Board meeting as presented.

Ayes: Liebl, Broy, Breymaier, Spatz, and Spurlock
Nays: None
Abstain: Datta
Absent: O'Connor
Motion passed.

APPROVAL OF MINUTES FROM THE SEPTEMBER 19, 2017 SPECIAL BOARD MEETING

Broy moved, seconded by Breymaier, that the Board of Education, District 97, approve the minutes from the September 19, 2017 special Board meeting as presented.

Ayes: Broy, Breymaier, Liebl, Spatz, and Spurlock
Nays: None
Abstain: Datta

Absent: O'Connor
Motion passed.

APPROVAL OF MINUTES FROM THE SEPTEMBER 26, 2017 BOARD MEETING

Broy moved, seconded by Liebl, that the Board of Education, District 97, approve the minutes from the September 26, 2017 Board meeting as presented.

Ayes: Broy, Liebl, Breymaier, Datta, Spatz, and Spurlock
Nays: None
Absent: O'Connor
Motion passed.

2.2 **APPROVAL OF THE CONSENT AGENDA**

Datta moved, seconded by Breymaier, that the Board of Education, District 97, approve the consent agenda as presented.

2.2.1 Approval of Bill List
2.2.2 Approval of Personnel

Ayes: Datta, Breymaier, Liebl, Spatz, Spurlock, and Broy
Nays: None
Absent: O'Connor
Motion passed.

2.3.1 **APPROVAL OF UNDERWRITER**

Broy moved, seconded by Breymaier, that the Board of Education, District 97, engages Raymond James as the District's underwriter.

Alicia Evans reported that all applications were reviewed by the FAC Committee. She noted that all the applicants are capable of doing the work, but Raymond James was identified as the company of choice.

Ayes: Broy, Breymaier, Liebl, Spatz, Spurlock, and Datta
Nays: None
Absent: O'Connor
Motion passed.

ADMINISTRATIVE ITEMS

ADMINISTRATIVE ITEMS

AUDIT UPDATE

Evans reported that in May 2017, the Board of Education approved the motion to hire Baker Tilly as the District's auditor. Since then, the auditors have been working to complete the financial audit.

Nick Cavaliere from Baker Tilly presented an update to the Board about the status of the audit, the progress, and initial findings. Cavaliere explained that an extension will be requested to extend the audit deadline to November 15, 2017. One additional extension could be requested, extending the deadline to December 15, 2017 if necessary. He shared that although his company completed the onsite field work in late September, they also needed to review the prior year audit. In doing so, a needed adjustment was identified, which will delay the completion of the process.

Cavaliere was informed of the scheduled Board meeting dates in November and December and agreed to keep the Board updated, noting that a special meeting may need to be called to complete the process. He offered to share a draft Audited Financial Report (AFR) with the district in order to start the forecasting process.

Spurlock left the meeting (via phone) at 7:09 p.m., and returned periodically throughout the remainder of the meeting.

DONATION – HATCH SCHOOL

Evans reported that the Hatch PTO would like to donate indoor backboards for use in the physical education classes and for recreational purposes. The estimated cost of this donation is \$3,700. This item will return to the Board for action on October 24, 2017.

DISPOSAL OF PROPERTY

Evans explained that since the Treasures curriculum has been replaced, the textbooks and materials are no longer needed. Therefore, she is recommending that the Board approve their disposal. She explained that the district tried to sell the materials to no avail and recommends donating them to an organization that will either give them to third world countries or repurpose them. It was noted that the usual recycle period for curriculum materials is five to seven years and the district has been using the Treasures curriculum for eight years.

It was noted that the inventory list includes items other than Treasures materials and will be updated prior to its return to the Board for action on October 24, 2017.

2018 LIFE SAFETY WORK AUTHORIZATION

Evans explained that STR and Bulley & Andrews are in the planning stage of the summer 2018 life safety work. Consequently, the Board has to authorize the summer work. Next summer's life safety renovations will occur at Irving, Whittier and Brooks. She noted that an alternate bid for the science room will be offered at Julian. Evans noted that the work will be funded with remaining DSEB dollars that was authorized by the Board in 2016, and the timeline for completion was shared.

Evans noted the need to formalize the summer 2018 work, and explained that Hatch was not included in the original scope for summer work, however; due to leaks that are causing damage to the science room, this work needs to be expedited.

Evans reported that Lincoln and Longfellow life safety work is scheduled for the summer of 2019, and that the timeline has been communicated to FAC. Bids will need to be approved by the Board in the early part of 2018. This item will return to the Board for action on October 24, 2017.

UPDATE ON PUBLIC WORKS MOVE

Evans explained that pursuant to the agreement with the Village, the maintenance facility has been preparing to move into the public works building by December 2017. The Village will not allow the district to share electricity, heat, phone, or internet service. Consequently, the Board must install the infrastructure to get light, heat and other essential services to the public works area that the district will occupy. STR and Bulley & Andrews were asked to assist with estimating the costs and providing a timeline to renovate the space. In order to occupy the public works space, modifications will have to be made to the HVAC, plumbing, fire protection, electrical and plumbing systems. The estimated cost is \$701,294. STR was asked to review this estimate and look for cost savings. They returned with a cost of \$554,000. This was achieved by moving the air handling unit and lowering the contingency to 10 percent.

Other costs associated with the move:

- \$18,862 for movers
- \$400 per month for records storage plus associated fees with file retrieval
- \$400 per month for Internet in the office space but we will not be able to do anything on district sites like controlling the Energy Management HVAC controls, staff portal etc.,
- \$200-\$300 per month for climate controlled storage for print shop paper (six months)
- \$4,000 for fencing

Evans reported that three to five staff members would be working in the space, and noted that the district is currently paying for heat, water and electric at the warehouse, but is incurring no additional costs for storage of paper and records.

Member Spatz explained the history behind the agreement, noting that the plan was to save the taxpayers money. He suggested that the Board direct administration to talk to the Village about changing the lease to cut costs, and examine other spaces that might meet the needs of the district, as this expense is much higher than expected.

Evans reported that the sale of the current warehouse is under contract and should close sometime in January, 2018. Because of that, she would like to have the relocation completed by December 31, 2017.

This item will return to the Board for an update on October 24, 2017.

BOARD ASSIGNMENTS

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STANDING BOARD COMMITTEE LIAISON REPORT FOLLOW UP (AS NEEDED –FAC, FORC, CCE AND CLAIM)

FACILITIES ADVISORY COMMITTEE (FAC)

It was reported that the topics discussed during the last meeting of FAC included the Public Works building, landscaping, the Lincoln Kindergarten classroom needs, and the Holmes addition project. It was reported that the Lincoln Kindergarten classroom division (installation of a permanent wall) would cost over \$60,000, which would require Board approval. It was reported that a meeting regarding the Lincoln classroom needs will be held tomorrow to consider other options.

FINANCE OVERSIGHT AND REVIEW COMMITTEE (FORC)

The next FORC meeting is scheduled for next Tuesday. Agenda items for that meeting include a discussion of the annual FORC calendar.

It was noted that there has been a lot of transition on the Board committees over the last three years and it was suggested that the Board reestablish timing of agenda item discussions. Additionally, it was noted that this committee has expressed an interest in meeting more frequently; therefore the timeline for topics needs to be adjusted.

COMMITTEE FOR COMMUNITY ENGAGEMENT (CCE)

It was reported that the committee is still trying to distill what they learned from the survey and determine what success will look like for this group. The committee has determined that the community is having difficulty discerning what is Board versus district, and better materials were recommended to clarify the difference.

It was suggested that the Board consider a brochure/flyer to be distributed during the CLAIM your Voice event scheduled for November 1, 2017. It was also suggested that a couple Board members make themselves available after the event to chat with those interested. Members Spatz, Breymaier and Liebl all expressed interest.

IASB WEST COOK DINNER

Member Spatz will be sharing some electronic handouts from the recent IASB West Cook event on community engagement.

COMMITTEE FOR LEGISLATIVE ACTION, INTERVENTION AND MONITORING (CLAIM)

It was reported that CLAIM will be meeting next Thursday evening. The committee is interested in sending representatives to a workshop/panel and were told that there is no money budgeted for this purpose. Interest was expressed in considering this need in the future.

Member Liebl shared that she has a conflict with two of her committee assignments, noting that CLAIM meets on the same evenings as Community Council.

INTERGOVERNMENTAL LIAISON REPORT FOLLOW UP (As needed – IGOV, COG, PTO COUNCIL, CEC, OPEF, COMMUNITY COUNCIL, TRI-BOARD ON EQUITY, POLICY AND SELF-EVALUATION)

PARENT TEACHER ORGANIZATION COUNCIL (PTOC)

It was reported that PTOC meets on the fourth Monday of each month.

COLLABORATION FOR EARLY CHILDHOOD (CEC)

The Board was reminded that the joint meeting between District 97, District 200 and the Village is scheduled for Monday, November 27, 2017.

OAK PARK EDUCATION FOUNDATION (OPEF)

It was noted that a report from the Ed Foundation is in the Board packet. It was noted that the summer school report is scheduled on October 24, 2017, and it was suggested that the OPEF Base Camp report could be shared at the same time.

COMMUNITY COUNCIL

The next meeting of the Community Council is scheduled for next Thursday.

TRI-BOARD ON EQUITY

The Tri-board on Equity will be meeting on October 30, 2017. Board members were asked to share their ideas for this committee with member Liebl.

POLICY

It was reported that the Policy Committee will be meeting tomorrow. It was noted that the committee is seeking guidance from IASB representative Perry Hill on how to distinguish between policy and procedure.

BOARD SELF EVALUATION

It was reported that the next Board retreat is scheduled for October 23, 2017. The purpose of the meeting is to complete the session started on September 19, 2017.

SUPERINTENDENT'S REPORT

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Dr. Kelley acknowledged Michael Arensdorff for his efforts to bring Internet for All to the district. Arensdorff is currently in the process of sharing information about the program that will provide Wi-Fi outside of school to qualifying families with students in third through eighth grades. He is working with the school Social Workers to identify the families who would qualify for the program.

Dr. Kelley shared that on October 24, 2017, the Board will be hosting the first "Learning Session" around the key initiatives that tie back to the vision. Ebony Lofton, Amy Warke and Michael Arensdorff will share targeted strategies on student choice, voice and agency. She reported that the principals will be in attendance to share what is happening around student lead IEP goal setting, student voice within the district's Technology Advisory committee, and how student voice, choice and agency is showing up in the grade three enrichment units in mathematics. This meeting will be advertised and as suggested by IASB representative, Perry Hill. The meeting will begin at 6:30 p.m., followed by the Board moving into executive session and returning for their regular meeting.

Dr. Kelley shared that she was invited by AASA to participate in the Summit for Superintendents in Tennessee. The focus of the summit will be rethinking school discipline. There is no cost to the district for participation.

CONCLUDING ITEMS

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BOARD REMARKS

Members Liebl and Spatz met last week regarding the need for a transgender policy. They drafted a few options and will share them with Dr. Kelley.

Member Datta will connect with President Spurlock to determine where the Board stands regarding follow up on the communication pieces that were compiled, noting that the Board indicated interest in discussing this topic during a meeting with Perry Hill.

Interest was expressed in hearing follow up from the Diversity Committee regarding their recent survey, noting that the results of the survey could help guide the information that needs to be shared.

Dr. Kelley and member Spatz will be participating in an event at the Erikson Institute tomorrow, and Thursday at the McCormick Executive Fellows program.

It was reported that the current estimate for the state to get out their new funding plan in mid-November. Information should be shared with the district in mid-October.

The IASB Resolution Proposal Report was shared with the Board and the process for voting on the resolutions was explained. Member Datta offered to coordinate the response from the individual Board members and determine if a consensus can be identified. This item will return to the Board for discussion on October 24, 2017 when the Board will determine if appointing a delegate to represent the Board during the voting process will be necessary.

AGENDA REVIEW

The draft agenda for the October 24, 2017 Board meeting was reviewed and revised.

Interest was expressed in more information regarding PERA. Dr. Kelley agreed to look into a few options regarding a future update.

ADJOURNMENT

ADJOURNMENT

There being no further business to conduct, member Spatz declared the meeting adjourned at 8:23 p.m.

Board President

Board Secretary