**Official Minutes of the Oak Park Board of Education**

**Elementary District 97, Cook County, Oak Park, Illinois**

**CLOSED MEETING MINUTES – May 10, 2016 TIME: 5:30 p.m.**

The Board convened in closed session at 5:35 p.m. Answering present and attending in person were President Gates, Vice President Felton, Members Spatz, Brisben, Datta, O’Connor, and Spurlock.

Also Present: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Therese O’Neill (by phone at 6:40 p.m.), Senior Director of Human Resources Steve Cummins (6:40 p.m.), and Board Secretary Sheryl Marinier

Summary discussion of the Board on all matters:

**1) Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees – CAAO**

Dr. Kelley explained that the process for hiring a CAAO began on April 6, 2016. The Cabinet and Core base team presented the slate for Dr. Kelley’s consideration and she interviewed four candidates on April 18, 2016. Dr. Kelley was not happy with the choices and asked HYA to move on with the HR process.

The interview team began interviewing for the Director of HR on May 2, 2016 and at that time; HYA told the team that some of the candidates were actually qualified to do the work of the CAAO. One candidate in this pool was identified as a good fit for the CAAO position and asked if she would be interested in that position. The candidate met with Carrie Kamm, Helen Wei and Dr. Kelley on Thursday afternoon and with the interview team on Monday at 9:00 a.m. Everyone was in agreement. Dr. Kelley reported that the candidate is currently in this position in a district that is similar to Oak Park. She is experienced in putting systems into place, written curriculums and frameworks. She likes to spend time in the classrooms and to mentor teachers. Dr. Kelley described her as a principal’s principal. Dr. Kelley recommended offering the candidate $151,000 to match her current salary, noting that this would be a lateral move, but she expressed interest in working for a female superintendent and someday being in that role.

Therese O’Neill (via phone) and Steve Cummins joined the meeting at 6:40 p.m.

**4)** **Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees – Therese O’Neill**

O’Neill reported that she is scheduled for surgery on May 12, 2016. Her recovery period will be long and she will not be returning to the district this school year. She noted that she worked from home in the past and if necessary a messenger service could be considered. Additionally, she noted that the FAC Report is scheduled for the Board on May 24, 2016 and she would plan on presenting that report via phone. Dr. Kelley suggested waiting to fill the Director of Buildings and Grounds position until after the organizational audit. O’Neill reported that she is meeting on a regular basis with Jennifer Costanzo and Bill Truty regarding the construction site and Don Vacca has taken Norm’s place at those meetings.

**5)** **Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees – Webmaster**

It was reported that the Webmaster who was chosen to fill the position decided to stay in her current district.

**6)** **Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees – Holmes Principal**

It was reported that the Holmes principal who will be hired is the school committee’s choice. The interview process was explained. The interview process for principals was recommended as a Parking Lot item.

**OPEN SESSION**

Felton moved, seconded by Brisben, that the Board of Education move into Open Session at 6:57

p.m. All members of the Board were in agreement.

**EXECUTIVE SESSION**

The Board convened in closed session at 9:15 p.m. Answering present and attending in person were President Gates, Vice President Felton, Members Spatz, Brisben, Datta, O’Connor, and Spurlock.

Also: Superintendent Dr. Carol Kelley, Assistant Superintendent for Finance and Operations Therese O’Neill (by phone), Senior Director of Human Resources Steve Cummins, and Board Secretary Sheryl Marinier

Summary discussion of the Board on all matters:

**9) Collective Negotiations - OPESP**

It was reported that the next OPESP meeting will be held in two weeks.

**OPEN SESSION**

Felton moved, seconded by Brisben, that the Board of Education move into Open Session at 9:39

p.m. All members of the Board were in agreement

**ADJOURNMENT**

There being no further business to conduct, President Gates declared the meeting adjourned at 9:39 p.m.

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Board President