

July 12, 2007

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday, July 12, 2007, in the Board Room of the high school.

Call to Order

President Conway called the meeting to order at 7:35 a.m. A roll call indicated the following members were present: John C. Allen, IV, Jacques A. Conway, Valerie J. Fisher, Dr. Dietra D. Millard, Sharon Patchak-Layman and John P. Rigas. Also present were Dr. Attila J. Weninger, Superintendent/Principal, Jason Edgecombe, Assistant Superintendent for Human Resources; Jack Lanenga, Assistant Superintendent for Operations; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction; Cheryl L. Witham, Chief Financial Officer and Gail Kalmerton, Executive Assistant/Clerk of the Board of Education.

Visitors

James Paul Hunter, F.S.E.C. Chair.

**Approval of
Check
Distributions
Dated July 12,
2007**

Mr. Allen moved to approve the check distributions dated July 12, 2007 (attached to and made a part of the minutes of this meeting); seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

**Approval of
Triton Contract**

Ms. Fisher moved to approve the intergovernmental agreement between Triton Community College District 504 and the Oak Park and River Forest High School District 200, as presented; seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.

Sue Ptack will continue as the director of the Triton College's evening school; she has done an admirable job. Ms. Patchak-Layman asked if the adjustment on the amount of tuition Triton charged to enrollees was because it does not have to pay a facility fee to O.P.R.F.H.S. Dr. Weninger will explore that question with Triton. It was noted that O.P.R.F.H.S. does not charge Triton for utilities, because the school rarely closes, so utilities are always being used. There is an extra charge for computer use, however.

Mr. Conway reported that O.P.R.F.H.S. offers this service for the taxpayers of these communities so that they do not have to travel to River Grove to take the courses. Ms. Witham added that O.P.R.F.H.S. has worked with Triton to enhance its offerings to attract residents of these communities.

**District Title I
E-Plan**

Ms. Fisher moved to approve the District Title I E-Plan, as required by the ISBE; as presented (attached to and made a part of the minutes of this meeting); seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

Mr. Prale reported that this plan was necessary in order for O.P.R.F.H.S. to receive Title I Funding, funding that supports a variety of programs. Discussion ensued about how specifically O.P.R.F.H.S. uses this funding. Mr. Prale reported that not all of the 400 students who qualified for free and reduced lunch receive services paid for by Title I. Of the 400, only 125 freshman students qualify for O.P.R.F.H.S.'s own criteria, which is achieving below the 50th percentile. While there are approximately 125 or more sophomores, juniors and seniors who also need the services, there is not enough money to do so. Any school that has not made AYP for two years in a row is obligated to spend one fifth of its funds on Supplemental Educational Services (SES). O.P.R.F.H.S. sends letters to every family alerting them of tutoring services available. O.P.R.F.H.S. chooses the providers, sets up the contracts with them, and approximately 15 to 20 students access those funds. Ms. Patchak-Layman was confused by the reported number of 400 students qualifying for the Free and Reduced Lunch Program, because that number did not relate to numbers listed on other state reports she had seen. The administration was unaware of what other reports Ms. Patchak-Layman was referring to by her comment.

Mr. Prale continued that of the 125 students who were receiving additional assistance, 30 or 40 students were not benefiting academically. The school is addressing how to help them.

In answer to a question by Ms. Patchak-Layman regarding parent input, Mr. Prale noted that legislation states that if there are funds exceeding \$500,000, a parent policy is put into effect. O.P.R.F.H.S. does reach out to parents; one way is to meet with the parents of students in the 8 to 9 Program.

In reviewing the form, Ms. Patchak-Layman asked what were the additional academic assessments and where will the public go to view that information. Mr. Prale suggested that DLT could discuss posting this on the website, etc.

**Discussion of
Budget**

Ms Witham presented the Board of Education with a management discussion and analysis of the preliminary budget for the 2007-08 school year. Ms. Witham noted that the Tentative Budget would be reviewed at the August 23, 2007 Board of Education meeting and it would contain more updated information. It will be displayed in the Business Office for 30 days beginning August 24, 007. It will again be reviewed at the September Finance Committee meeting, and the Board of Education will

be asked to approve the Final Budget at the September Board of Education meeting.

Ms. Witham highlighted the revenue and expenditures of the Education Fund. General and Special Education Instruction is estimated to be approximately 67.4% of the Education Fund budget, up 1.45% over the FY 2007 Original Budget. The administrative support percentage has decreased by 3%, due primarily to the transfer of utility expenses to the O&M Fund.

In Ms. Witham's written presentation, she stated:

“Revenue

Other local sources of revenue will increase due to anticipated increases in interest income as fund balances improve. In addition, in the fall of 2007 the District anticipates receiving the majority of funds presently held by the Cicero Township Treasurer. The District is well prepared to receive these funds directly into investment accounts and anticipates receiving interest income at market rates rather than the below market results realized by the Cicero Township Treasurer accounts the past several years. An increase in summer school tuition and student fees will generate additional revenue.

“Federal Grants are reflected as a decline in revenue in this Preliminary Budget while we await formal approval of our grant applications and confirmation of the amount. The revenue and planned expenditures for these grants will be updated in the Final Budget. The District has received an estimated amount of \$690,000 for the IDEA grant. The estimated amount is \$22,000 more than last year.

“Expenditures

The majority of the increases in expenditures relate to salary and benefits. The salaries and benefits reflect the results of contract negotiations with all bargaining units. The District has recently completed contract negotiations with the Faculty and the District has signed a five-year contract. Included in the Faculty agreement are salary increases as indicated in the table below along with an increase in the number of lanes reflected in the salary schedule. These new lanes are reflective of the overall market and reward continued education. The Faculty will begin assuming supervisory duties for the 2008 school year. The supervisory period is an additional 48 minutes of student contact each day. Also included in the agreement are several other features including an adjustment to the retirement compensation in order to meet the 6% limitation in the final years of service, a transfer of retirees to the state medical plan rather than the district medical plan beginning with retirements at the end of FY 2007, and there will be an increase in the

employee participation rate for medical insurance. Additionally, the parties have agreed to phase-out the end of career retirement “bumps” in salary in exchange for a 403 (b) incentive over the employee’s career, after reaching tenure. This change reduces the cost for the District and increases the amount available at the time of retirement for the employee.

“Contract Salary Increases & Length of Contract

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Faculty	6.0%	4.5%	4.5%	4.0%	3.6%	3.6%
Clerical	5.5%	5.5%	5.5%			
Custodial	3.0%	2.0%				
Non-Affiliated	4.5%	4.5%				
Security	4.0%	4.0%	4.0%			

“Faculty staffing has been decreased 1.5 Full Time Equivalents (FTE) over last year’s total due to an anticipated decrease in student enrollment. Although there is an overall decrease in total FTE, there is an increase of 2.0 FTE for the Special Education Department. These increases include the addition of 1.0 FTE for a Behavior Interventionist for Special Education students plus a 1.0 FTE classroom teacher. The increase in the Special Education area is necessary in order to accommodate the needs of incoming students requiring special education support services. The position of Behavior Interventionist will be funded from funds set aside for the *Initiatives* and is designed to address the need to reduce the need for disciplinary action by intervening in advance. The position of Program Chair for Student Safety will be maintained for FY 2008 as a Faculty position.

“Increase in faculty staffing relating to the Initiatives:

<i>Faculty</i>	<i>Description</i>
	English, including Learning Seminar and Reading Support
	Guidance
	Math
	Science
	Psychologist
	Special Education mandates
	Study Circles
	Reduced Class Size
	Behavior Interventionist
	Total

“In the area of administrative staff, the District’s new Superintendent Dr. Attila Weninger, is presently crafting a plan for redesign of the

administrative staffing. This budget includes an estimate for the unfilled position of a building Principal. It also includes an estimate for an individual to fill the vacant position to supervise the guidance counseling area. Additionally, a new Athletic Director has been identified and has been budgeted appropriately in the current estimates.

“In the non-affiliated management group, there are some uncertainties that remain. There are several positions open in the technology department and discussions continue about this area. There is an open position in the Business Office for the Supervisor of Finance and there is still uncertainty about the position of Substance Abuse Coordinator, which is presently a contract position. A position of administrative assistant for the Principal has been budgeted along with all of the other positions mentioned above.

“Clerical staffing has been reduced by one FTE as the position of secretary for social services has been eliminated. There are no planned increases in teaching assistants for special education students at this time. This may change as the District becomes aware of new incoming students with special needs.

“Due to the impact of recent legislative action capping end-of-career salary bumps at 6% without a penalty, several faculty and administrative members have formally requested retirement in the period ending 2010. This budget reflects the cost of the related end-of-career salary bumps, 6% penalty and estimated ERO payments. The change in legislation and in the District contract with Faculty members is a long-term savings for the District, the benefit of these savings will not begin to be realized until the current annuity system begins to sunset in FY 2008 and as the 403 (b) match begins to be phased-in.

“Other Expenditures

“Classroom reconfiguration totaling \$62,000 will be made this summer. These upgrades are outlined in the *Initiatives* and will provide enhanced classroom space for classes offered as a part of the *Initiatives*.

“Several categories of spending reflect a reduction in expenditures for next year. Summer School expenses are slightly reduced to reflect a reduction in the number of courses offered due to low enrollment in the particular area. The largest decrease relates to a 22% reduction in Support Services-Administrative. This is reflective of the planned transfer of utility costs to the Operations and Maintenance Fund (O & M). These costs are now appropriately reflected in the O & M fund consistent with the *Five-Year Plan*. Utility costs are estimated to be \$1,275,000 for FY 2008. The decrease in expenditures in the Support Services-Administrative due to the

transfer of utility costs is offset by regular increases in salaries and an increase of \$10,000 for minority recruitment efforts.

“The costs for Special Education services will increase due to tuition needs and program expenditures related to the Learning Disabled program. The staffing increases were discussed above. These expenditures are reflected under Special Education on the summary worksheet.

“The 8% increase in Interscholastic Programs includes the area of Athletics, Student Activities, Forensics, Marching Band and Spoken Word. The budget for Spoken Word has been moved from the Regular Instruction area to Interscholastic to reflect the growing participation in this after school activity; the budget is approximately \$28,000. Several new coaching positions have been added to the Athletic area to support increased student participation. The additional expenditures for coaching stipends of approximately \$50,000 are offset by an increase in student participation fees. These increases are reflective of the District Goal to increase participation in interscholastic activities.

“Included in the analysis were the highlights of the Tort Immunity Fund, the Bookstore Fund, the Food Service Fund, the Operations and Maintenance Fund, the Life Safety Fund, the Restricted Building Fund, the Transportation Fund, the IMRF/Social Security Fund, the Working Cash Fund, the Dental and Medical Self-Insurance Funds, and the Workers’ Compensation Fund.”

Ms. Witham also provided a comparison of what student achievements had been planned and what had been implemented, as well as a description of the summer construction projects for 2007.

Discussion ensued. Mr. Allen inquired about when union labor contracts were up for renewal. The list included:

- 1) B&G Contract expires June 2008. The last contract had very small increases.
- 2) Security expires June 2009
- 3) CPA expires June 2009

Concerning benefits, all retiring IMRF workers would still receive the District’s health plan per state law; there is no other plan from which this group would have to choose.

Other points of discussion included:

- 1) Division heads have the responsibility of managing the teacher supervising the tutoring center;

- 2) Physical plant changes relative to the Initiatives (Agile Mind) are paid out of the funds set aside for the Initiatives rather than the O&M budget to delineate the funds spent on Initiatives, per Board of Education request;

Ms. Patchak-Layman questioned why O.P.R.F.H.S.'s administrative costs were so high when compared to the rest of the state. She wanted to find ways to bring down the administrative costs. She was informed that it was very difficult to compare apples to apples because districts designate expenses differently. Mr. Rigas stated that the data between districts in the state is inconsistent. Mr. Conway suggested getting the administrative cost data from other districts and discussing this at another meeting.

Ms. Patchak-Layman questioned the effectiveness of the FREE, MUREE, and CRISIS programs, and the Technology Plan and she asked if there were justification for continuing them. Ms. Witham responded that the administration reports on them through the Instruction Committee.

Mr. Allen noted that he wanted the budget process to start earlier in the year. Even though this was typical in school systems, he was unaccustomed to approving a budget after a fiscal year had commenced.

**Approval of
Resolution to
Display FY 2008
Tentative Budget**

Mr. Rigas moved to authorize the Resolution Regarding the Tentative Budget to be placed on display Friday, August 24, 2007, and to see that all public hearing notices regarding the Tentative Budget are published in the *Oak Leaves* and *Wednesday Journal*; seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

**Approval of
Personnel
Recommendations**

Mr. Rigas moved to approve the personnel recommendations as presented (attached to and made a part of the minutes of this meeting); seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.

Dr. Weninger reported on John Stelzer's appointment as the Athletic Director, noting that for the last three years he was the Assistant Athletic Director. He has a very clear understanding of the relationship between athletics and academics and how it affects students. Mr. Stelzer's responsibilities will include the evaluation of head coaches. Ms. Patchak-Layman asked if he was a Certified Athletic Administrator (CAA) and whether he needed a Type 75 to do evaluations. Dr. Weninger reported that it was unnecessary to have a Type 75 to evaluate sponsors or coaches and he was comfortable with Mr. Stelzer's grasp of the athletic program and coaches. (Note:

Ms. Patchak-Layman continued that because stipends were negotiated through the contract, she felt there was a gray area in whether he should be required to have a Type 75. Mr. Prale noted that the Athletic Director position is a child development position just as social workers, and they do not have to have educational backgrounds.

**Approval of
Policy 5200,
School Choice,
For First Reading**

The approval of Policy 5200, School Choice, for first reading, was tabled until the August Policy Committee meeting. Ms. Fisher was concerned with the policy as written because she did not see the point of making a policy that the District might not be able to fulfill, just because federal law says there must be a policy.

**Award of Bid
For Security
Cameras**

Mr. Rigas moved to accept the bid of Initial Electronics to provide and install 32 cameras for a cost of \$51,540, plus contingencies of \$10,000; seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

Mr. Lanenga reported that the bid for the cameras was lower than anticipated and that the locations for the cameras were chosen by the Deans of Discipline, Security Department personnel, and Mr. Edgecombe. District personnel will also have a longer opportunity to view the recordings of the camera due to larger hard drives, i.e., approximately 28 days.

Students are made aware of the cameras via signs throughout the building.

Mr. Lanenga gave an update on the installation of the lights. The Oak Park Village's hearing on the lights was delayed and, thus, lights will not be installed this coming school year. Mr. Rigas added that Boosters presently do not have the funds to pay for the lights.

Closed Session

At 9:28 a.m. on Thursday, July 12, 2007, Mr. Rigas moved to enter closed for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by PA.93—57; Student disciplinary cases 5 ILCS 120/2(c)(10); Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in

which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11); seconded by Dr. Millard. A roll call vote resulted in all ayes. Motion carried.

**Approval of
Stipend Positions
And Assignments
For 2007-08**

Dr. Millard moved to approve the Stipend Positions and Assignments for 2007-08, as presented except for the head wrestling coach; seconded by Mr. Rigas. A roll call vote resulted in all ayes. Motion carried.

Discussion ensued as to whether there had been a summit on getting a better mix of students involved. Mr. Conway reported that for many years he was part of a committee that looked at that issue; Ms. Abbinanti was the chair. It was very difficult to get students involved.

Ms. Patchak-Layman suggested that if the school encourages more involvement of all students, particularly minority students, and it is discovered that some minority students cannot participate because they have not had the foundations of elementary teams, the Huskies Boosters should assume that goal for the long term. If this is the goal, then funds should support that goal. How does it happen? How is that developed? Mr. Allen suggested that this be a discussion for the Instruction Committee meeting.

Ms. Patchak-Layman inquired about Intramurals, suggesting that the program needed expansion and two people should be employed to expand the program. Several Board of Education members disagreed with her and questioned why she felt the program was insufficient. They suggested that she visit the program herself before suggesting that another person needed to be hired..

Regarding the leadership stipend category, Ms. Patchak-Layman asked if the stipends were in addition to the administrative salaries. She was informed that the District had looked at that but because Division Heads are paid off the salary schedule, it would be too expensive to include the stipend. She was also informed that division heads are not part of the negotiations of the faculty contract. Leadership stipends are also paid to Deans of Discipline, Department Chairs and assistants. Ms. Patchak-Layman also learned that department chairs provide input to the Division Head for a teacher's evaluation.

Adjournment

At 11:00 a.m. on Thursday, July 12, 2007, Mr. Rigas moved to adjourn the Special Board Meeting; seconded by Mr. Allen. A roll call vote resulted in all ayes. Motion carried.

Jacques A. Conway
President

John P. Rigas
Secretary