

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 North Scoville Avenue
Oak Park, IL 60302

Policy Evaluation and Goals Committee
 August 19, 2014

A Policy Evaluation and Goals Committee meeting was held on August 19, 2014. Dr. Moore called the meeting was called to order at 7:24 p.m. in the Board Room. Committee members present were Dr. Jackie Moore, Thomas F. Cofsky, and Sharon Patchak-Layman. Also present were Dr. Steven T. Isoye, Superintendent; David Ruhland, Director of Human Resources; Dr. Gwen Walker Qualls, Interim Director of Pupil Personnel Services; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction; Sheila Hardin, Faculty Senate Executive Committee Chair; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors: Ralph Lee and Steve Gevinson, Board Members; Tod Altenburg, Chief School Business Official; Dr. Judy Hackett, superintendent of the Northwest Suburban Special Education Organization (NSSECO) and Dr. Tim Thomas, superintendent of the Northern Suburban Special Education District (NSSSED); and Terry Dean of the *Wednesday Journal*.

Visitor Comment
 None

Approval of Minutes

Dr. Moore moved to approve the minutes of the June 17, 2014 Policy Evaluation and Goals Committee, as presented; seconded by Mr. Cofsky. A voice vote resulted in all ayes. Motion carried.

Policies for First Reading

Unanimously, the Policy Committee recommended that the following policies for b moved them forward to the Board of Education for approval of First Reading at its regular August meeting.

Action and Policy	Explanation
2:260 Uniform Grievance Procedure	Update names for the Non-Discrimination Coordinator and the Complaint Managers.
5:10 Equal Employment Opportunity and Minority Recruitment	Update names for the Non-Discrimination Coordinator and the Complaint Managers.
5:20 Workplace Harassment	Update names for the Non-Discrimination Coordinator and the Complaint Managers.
7:20 Harassment of Students Prohibited	Update names for the Non-Discrimination Coordinator and the Complaint Managers.

Special Education External Review

Unanimously the committee recommended moving the information on the Special Education external review to the full Board of Education at its regular August Board of Education meeting as an informational item.

Dr. Judy Hackett and Dr. Tim Thomas presented information about the review of OPRFHS's Special Education Program, i.e., the methodology chosen to create the report and the expectations of the administrators. Dr. Isoye explained that the opportunity for an external internal audit arose because both

the Assistant Superintendent for Pupil Personnel Services and the Director of Special Education resigned last year and an interim director was hired. This review will allow the District to understand better the needs and direction of the division in preparation for the hiring of a new full-time District-level director, including an analysis of the need for an additional administrator in lieu of, or possibly in addition to, the interim program chair. The systemic approach to this evaluation will include instructional practices relative to student incomes and needed resource allocations, stakeholder investment and involvement, policy consistency and procedural compliance, and organizational design. Data will be reviewed with consideration of the following:

- 1) How do program and services meet the needs of students with disabilities?
- 2) How do programs and services reflect current best practices?
- 3) How does district special education revenue and expenditures compare with a comparable district, as well as with state average?
- 4) How does district staffing compare with that of comparable district?
- 5) What methods are used to engage all stakeholders?
- 6) How do current practices allow for meaningful stakeholder engagement?
- 7) How do district policy and procedures align with department practices?
- 8) How does district compliance reflect state and federal expectations?
- 9) What organizational design would best support effectiveness and efficiency?
- 10) How do special education goals align with district goals?

The role of Dr. Hackett and Dr. Thomas will be to gather information, analyze that information and report on it so that the District and the Board of Education can make good, informed decisions. The cost of this work is \$1,500 for 10 to 15 days. Dr. Hackett and Dr. Thomas have provided this service to a number of their member districts as well at a discounted fee because of their memberships in the cooperatives. The consultants will work electronically on their off-hours or weekends and their contracts with the cooperatives allow for independent activities like this. Both their full time jobs and this project will receive the attention they deserve.

The work will include collecting data from OPRFHS or the state, administering surveys and conducting focus groups for parent groups, students, staff, administrators, etc. The focus groups will review the survey data and determine if these are the correct interpretations/collections. Dr. Isoye and Dr. Walker-Qualls will receive periodic updates before the full report is brought to the Board of Education.

While Evanston Township High School has been identified as being comparable to OPRFHS, the consultants would be willing to compare others as well. Dr. Hackett and Dr. Thomas have the advantage of working with state profiles and they can select comparison data from specific districts, i.e., staffing ratios, etc. Compliance is only a piece in terms of efficiency and effectiveness. While doing only what is legally required is one way to look at things, Ms. Patchak-Layman felt another approach would be for OPRFHS to say it wanted to move to a higher standard than just what is legally required.

Dr. Isoye stated that this review ties into the Strategic Plan under the Transformational Teaching and Learning and Holistic Education, as it takes into consideration students in the 18- to 21-year old program.

Student Discipline Retreat Update

Dr. Isoye reported that Dr. Moore and he reached out to someone to facilitate a student discipline retreat. The basis for this work is similar to the work of the Hay Group, i.e., gathering information to develop a format, meeting with stakeholders to determine the format for a forum, and then looking at aspects of policy, based on the direction of the forum.

Dr. Moore was heartened that the voices from various groups in the community would be heard, as the process would be similar to that used for the Strategic Plan. The community will talk about the issues of the Code of Conduct and the Board of Education's view of discipline, as it is integrated throughout the community. The end report would be an action plan to help the Board of Education review the Code of Conduct differently from past years. Their fee for this work would be under \$25,000 and consistent with what the Board of Education has done with other consultants.

The timeline will include:

- 1) A Board of Education retreat sometime in October.
- 2) Inclusion of parents groups in November.
- 3) A format to use for policy and Code of Conduct evaluations by January.
- 4) Policies for first reading in January.

The Parent Teacher Advisory Committee may start its meetings earlier in the year so that it has time to fulfill its charge to bring forward information. The purpose of this retreat will be to engage all aspects in the community in the discussion about communication and discipline. It is the first step in an ongoing process to choose a philosophy.

Strategic Plan Update

Dr. Isoye reported that Mr. Phelan, Mr. Rouse, and he talk about the Strategic Plan on Institute Day from the levels of the 1) Board of Education, 2) District, and 3) building at the Institute Day. Those presentations were followed by faculty and staff discussions about mission, vision, and goals. He will be inviting people to let him know of their interest in implementation teams. The District is providing opportunities for the faculty and staff to look at the Strategic Plan in new ways.

New Business

None.

Adjournment

Dr. Moore adjourn the meeting at 8:02 p.m.