

The regular Board meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday, May 26, 2016, in the Board Room of the OPRFHS.

Call to Order

President Weissglass called the meeting to order at 6:33 p.m. A roll call indicated the following Board of Education members were present: Fred Arkin, Jennifer Cassell, Thomas F. Cofsky, Dr. Steven Gevinson, Dr. Jackie Moore, Sara Spivy, and Jeff Weissglass. Also present were Dr. Steven T. Isoye, Superintendent; Frank Danes, Interim Director of Human Resources; Tod Altenburg, Chief School Business Official; and Gail Kalmerton, Executive Assistant Clerk of the Board.

Closed Session

At 6:33 p.m. on Thursday, May 26, 2016, Mr. Weissglass moved to enter closed session 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; and Collective negotiating matters between the District and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2); and The placement of individual students in special education programs and other matters relating to individual students 5 ILCS 120/2(c)(11); seconded by Ms. Spivy. A roll call vote resulted in all ayes. Motion carried.

At 7:31 p.m., the Board of Education resumed the open session.

Joining the meeting were Michael Carioscio, Chief Information Officer; Amy Hill, Director of Assessment and Research; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction; Nathaniel L. Rouse, Principal; Dr. Gwen Walker-Qualls, Director of Pupil Personnel Services; Karin Sullivan, Director of Communications and Community Relations; and Sheila Hardin, Faculty Senate Executive Committee Chair.

Visitors

Jeff Bergmann, Amber Hooper, Linda Carlson, Nancy Heezen, and Jackie Charette-BassiriRad, OPRFHS Faculty and Staff; Kathy Robbins, Kevin O'Mara, and John Sawyer III of School Exec Connect; Dr. Debra A. Hill, Dr. Anne Noland, Dr. Sheila Harris Wilkes, and Dr. Philip Ehrhardt of B.W.P., Nancy Heezen and Jackie Charette-BassiriRad, OPRFHS Staff members; and Michael Romain of the *Wednesday Journal*.

Student/Faculty Faculty

The Board of Education congratulated student Alonte Williams for being the best male stage presence at the FAME Nationals as well as his sponsor

Recognition

Amber Hooper. The Board of Education also congratulated PE teacher Linda Carlson for being named the Illinois Association of Healthy Physical Education and Dance Secondary Teacher of the Year.

Ms. Hooper proudly spoke of the great job that Alonte Williams had done at both the national and regional show, competing against the best show choirs; he also choreographed two numbers.

Ms. Carlson noted that she had been teaching 20 years and receiving this award was humbling because the program originated from two former teachers Marcia Hurt and Sandy Abbinanti mentored her and she was able to grow the program. She was proud of her program and of being a part of the Special Education Department.

Public Comments

Ms. Sule Kivanc-Ancieta and currently an employee of the District stated that two years ago she received a letter received from TRS triggered a review of her retirement contributions. The TRS letter noted that adjustments were being made to my retirement account based on information received from the District. A further review of the situation reported on the TRS letter revealed some discrepancies/reporting errors that were systemic and covered my entire period of employment with the District. The discrepancies ranged from incorrect filings of creditable earnings, service credits, inconsistent use of contribution rates and pay codes, and tax liability implications. Validation of these discrepancies/ reporting errors was confirmed by the Business and Human Resources Office and entered into the record at a meeting held in August 2014. Following the meeting, a working plan was put forward and adopted by the parties as the basis for correcting identified discrepancies. This plan entailed five key elements namely:

- 1) Establish correctness for computing TRS contributions
- 2) Establish correctness for computing deductions that reduce taxes reported on W2 forms
- 3) Establish correctness for reporting creditable earnings and service credits to TRS
- 4) Determine exact amounts to be contributed back to TRS
- 5) Determine exact amounts to be refunded due to tax liability

As of this day, 1 through 3 of the plan have been completed with 4 and 5 remain. Completion of element 4 required reconciliation of timesheet data with actual data reported on Skyward over the entire period of employment. This activity was delayed because of the resignation of the former Supervisor of Finance. Additionally, actions taken by the Business and/or Human Resource Office after the Supervisor of Finance left the District contravened key transparency requirements established for proper completion of the adopted plan. The contravention of these requirements prompted the involvement of the

Superintendent in November of 2015 to ensure that progress made was maintained for the timely resolution of this matter.

Wayne Franklin, resident of 308 Home, Oak Park, thanked Dr. Isoye for his leadership on behalf of the community and wished him well in his work at Niles. He encouraged the Board of Education to consider Ms. Spivy's query to investigate the structural integrity of the garage. If the garage remains operational for less than 10 years, then the cost of the garage should be added to Option #3. Would the District or the Village do the repairs?

Status of FOIA Requests

Ms. Kalmerton reported that 5 FOIA requests were received and resolved.

Faculty Senate Report

Ms. Hardin reported that Faculty Senate was looking forward to the end-of-the-year breakfast, at which the District would say goodbye to 5 faculty members. She also reported that the Faculty had a good year, and they will continue to work over the summer to prepare for the new school year. This year Faculty Senate gave \$1,000 scholarships to the children of three faculty members. Faculty Senate thanked Dr. Isoye for his work, leadership, care for the teachers and the students, and wished him well in his future endeavors.

Superintendent

Dr. Isoye reported that the Girls' Badminton took first place at the IHSA sectional tournament, OPRF's first sectional win since 1999; all singles and doubles players qualified for the state finals, and the team placed fifth, the highest ever finish by an OPRF badminton team. Rei Uemaki placed fifth in the individual competition as well.

Dr. Isoye reported that both the Freshman-Sophomore Math Team and the Junior-Senior Math Team placed seventh in the Illinois Council of Math Teachers State Math Contest; this is the highest score for OPRF in the past five years with Sheila Hardin as coach.

Dr. Isoye reported that art teacher Mark Collins was chosen to serve a three-year term on the National Portrait Gallery's Teacher Advisory Board, a national group of teachers committed to developing a community of shared instructional practice between the museum and art teachers.

Dr. Isoye reported that Junior Hannah Green won the Sarah Mook Poetry Contest's 9th-12th-grade division, an international competition, with entries this year from Singapore, Australia, Canada, Israel, the UK, India, and the U.S.;

Dr. Isoye reported that 42 students were featured at the annual Best of the Year awards at a reception at the Frame Warehouse. The two-dimensional pieces will be displayed on the wall next to the Staff Cafe for the 2016-2017 school year.

The other categories and students were: Drawing: Griffin McDermott, Mahal Schroeder, Imani Cavazos, Emma Vejck; Painting: Alec Rasmussen, Katherine Sang, Mary Blankemeier, Celeste Gonzalez-Belobr, Julia Morrison, Mary Lotus; Printmaking/Mixed media: Mardy Hillengas, Max Gugel Dawson, Paige Biggus, Esther Ramsay, Kelly Sandoval; Photography/Digital Photography: Naomi Liechty, Jennifer Eisner, Madeleine Guerrier, Emily Soto, Kelsey Libert; Graphic Design: Nicholas Drain, Sydney Smith, Siobhan Doherty. Christopher Bowling, Iliana Vargas; Wheel Throwing: John Beck, Gabe Tetre, Kobi Schindler, Annabelle Huber, Gina Gerace, Katie O'Shea, Grayson Uhlir, Griffin Uhlir, Sofie Besser; Sculpture: Paige Biggus, Sophia Carlin, Lien Fleming, Kanija Seanior, Lillie Sheridan; and Metals: Jayne Kernodle, Madeline Mceachen; 6) Twenty-three students earned the Bilingual Seal Award, which appears on diplomas and transcripts to indicate achieving a high level of literacy in one or more languages besides English. The students were: Monica Barron, Bianca Beteta, Evelyn Bottger, Susana Cardenas, Tatiana Castaneda, Miriam Cortinovic, Dali Durazo, Diego Firpo, Carlos Font, Eric Forehand, Noah Forehand, Gabriela Gonzalez, Sarah Kreider, Valerie Lundeen, Maximo Mazeiro, Lindsay Moore-Fields, Kathryn E. Raeder, Arjun Rawal, Emily Richardson, Grayson Uhlir, Liliana Walsh, Elias Whelan, and Ethan Weiss.

End of Year breakfast and celebration for retirees and look forward to that. It has been great, and he thanked everyone.

Consent

Mr. Weissglass moved to approve the following consent items:

- A. Check Disbursements and Financial Resolutions dated May 26, 2016,
- B. Monthly Treasurer's Report
- C. Monthly Financials
- D. Personnel Recommendations, including New Hires, Stipend Positions and Assignments for 2016-17 School Year, Appointment of Leadership, Co-Curricular Athletic, and Activity Stipends
- E. Parking Lot Contract with Pilgrim Church
- F. Athletic Trainer Contract Renewal for FY 17
- G. I-Eco Memorandum of Understanding
- H. Internet Service Provider Upgrade
- I. Educational Technology Firewall Purchase
- J. 2017 Summer Capital Improvement Projects
- K. MENTA Contract Renewal
- L. Provisional Textbooks for Adoption
- M. Recognition of Teachers Recommended for Tenure
- N. Abatement of Emergency Days for 2015-16 School Year
- O. Policies for Second Reading:
 - 1. Policy 6:300, Graduation Requirements
 - 2. Policy 7:150, Agency and Police Interviews
 - 3. Policy 7:190, Student Behavior (formerly known as

Student Discipline)

4. Policy 7:200, Suspension Procedures
5. Policy 7:210, Expulsion Procedures
6. Policy 7:240, Conduct Code for Participants in Extracurricular

seconded by Mr. Cofsky. A roll call vote resulted in all ayes. Motion carried.

Policy 7:305

Mr. Weissglass moved to amend Policy 7:305, Student Athlete Concussions and Head Injuries, as presented; seconded by Ms. Dixon Spivy. Discussion ensued.

In Dr. Gevinson's opinion, the policy and the video developed by the IHSA were inadequate. He wanted the policy to state that parents and students would be provided with better education before starting a sport. He recommended the video *Head Games*, directed by Filmmaker Steven James, be shown. Even though comments have been made that the sport is safer than it used to be, he felt students were unsafe in some OPRFHS-sponsored sports about permanent head injuries. He asked that a panel of experts be convened to give its opinion. He proposed 1) a change to the policy and 2) having a discussion on whether the District should be sponsoring a particular sport, and 3) was this an issue. Dr. Moore concurred with having more up-to-date materials.

While the adoption of this policy is mandated, it does not preclude the District from getting improved information. How to do that could be a discussion for the future. A question was raised about whether *Head Games* was the correct video to show, but Board of Education members were open to other informational videos being shown. Mr. Arkin and Ms. Cassell felt the community should get a panel of experts together as the role of the Board of Education is to look at its internal panel, which is composed of the athletic trainers.

It was the consensus of the Board of Education members for the administration to review the information being provided to families and give a report at the beginning of the next school year.

Discussion continued about how to move forward with this discussion. Dr. Isoye suggested that it might be considered a Board of Education goal, because of the time and energy it would take. Dr. Gevinson noted that the once the administration's work was complete, the policy will come to the PEG Committee for amendment.

The Board of Education recessed at 8:10 p.m. and resumed at 8:15 p.m.

Superintendent

Search firm BWP representatives distributed information about the company. It

included information about the search partners Dr. Ann Nolan, Dr. Sheila Harrison-Williams, Dr. Ronald Barnes and Dr. Philip Eckhardt and their qualifications.

The Board of Education responded to the request for questions:

Q: Can the search team tailor the search to the District's needs, knowing the community, and give examples of that service.

A: BWP always reaches out to community groups. It would spend more time with this community reaching out to those stakeholders with whom the Board of Education would like to hear. A 12-week search would give lots of exposure and time to get a good candidate in a timely way.

Q: The issues of equity, racial, gender and economic is challenging at the high school. What can be done to identify a candidate who will provide the leadership for the success of all of OPRFHS students

A: BWP has a variety of members in the firm. It would recruit candidates. Note: the IASB cannot recruit candidates.

Q: Are there any other restraints?

A: BWP does not pit one board against another board.

Q: How are competing interests handled when the same qualifications are requested?

A: The 6 or 7 candidates that would be brought to the Board would be asked about their status in another district and BWP would share that information.

Q: What is a realistic timeline for a superintendent search?

A: Twelve to fourteen weeks.

Q: What specific traits does BP have and how does that fit with OPRFHS' needs.

A: BWP has a diverse team, two women, two men, all of whom have had a variety of experiences and have worked together previously.

Q: What does BWP know about these communities already?

A: One representative had lived close to Oak Park and had family in Oak Park. The former superintendent of District 97, Dr. Connie Collins, is also a good friend. Oak Park is one of the most liberal communities in the state of Illinois and has wealthy and non-wealthy residents.

Q: How would a national outreach look?

A: BWP has 50 members located all over the country. While it can advertise in national publications, Illinois is not as attractive to superintendents in other states due to the changes in the Illinois retirement system.

The search firm School Exec Connect (SEC) representatives, Kathy Robbins, Kevin O'Mara, and John Sawyer, introduced themselves and provided their background information.

The Board of Education responded to the request for questions:

Q: How would the search team engage the demands and expectations of a largely inclusive and transparent process?

A: All groups would help to develop a superintendent profile through an online survey and focus groups. BWP has a 60-member firm. The scope of its work will include:

- Assist with interim search
- Advertise position
- Engage community and staff
- Consolidate information into superintendent profile
- Ask the same questions of community groups, qualities to make successful, goals
- Ask for Board of Education approval of profile
- Recruit heavily and do background and internet searches. Formal and informal checks
- Interview numerous candidates. It would expect 45 candidates and would interview 20 to 25 candidates.
- Check references and make sure licensure is up to date and accurate.
- Will present 5 or 6 qualified candidates
- Work with committees for interview
- Facilitate contractual negotiations
- Be available at all times

Q: What is the Board's role?

A: To narrow the candidates brought before them to 3 and then hold a second round of interviews, host a community member forum and private dinners. The final task is to choose a finalist.

- Call references of job location, 2 calls per Board member
- Negotiate a contract with the candidate
- Hire the person

Q: What is the Timeline?

A: The timeline provide was a guideline

- Assist board in naming interim superintendent before or at July 1
- Planning meeting with the board
- Community engagement and focus groups and survey, occur typically in September/October
- Bring back draft profile
 - Start recruiting candidates in September
 - Provide slate in November
 - Hold Second round interview of 3 finalists, presentations, interview questions, dinner,
 - Award of contract in December.

Q: What is unique about their firm?

A: It can provide a structured process that is flexible and has protocols that work. The community engagement process works well. Focus groups

have been held with as few as 3 and as large as 20 people. School Exec Connect prides itself on finishing the searches on time and on budget. 96% of its placements get a second contract. Twenty to 30 candidates will be from out of state, and 20% will be recruited. SEC trains its employees about best practices and gets to know each other.

Q: What are School Exec Connect's guiding principles?

A: It is responsible for children, boards of education, the school's community, the candidates that apply, confidentiality of requested. SEC guarantees to present candidates to the board until a match is found. It will not recruit a placement for another position during the first two contracts. If the superintendent does not work out in the first year, SEC guarantees it will conduct a follow-up search for expenses only.

Q: What other services does SEC provide?

- 1) Strategic Planning to see if the structure of administration matches mission and vision.
- 2) Workshops for the Board of Education of Education and Superintendent to get to know one another.
- 3) A mentorship program to make sure the superintendent is Supported.

Q: What is the cost?

A: Consultant contract is \$19,500 plus expenses of up to \$1900 for travel, interviewing, etc.

Q: What about equity?

A: The three consultants represent equity and are committed as a firm and their lives' work. As they interview candidates, they will make them understand that OPRFHS wants a leader in those areas Important that this is embedded in the profile.

Q: If 25% of the candidates are recruited, how do they get the other 75%? What is off limits and how many searches have they done?

A: The other 75% candidates are responding to advertising. School Exec Connect has been involved in many professional organizations and consultants teach at the university level; they network. Dr. Robbins has completed 15 searches. Dr. O'Mara has completed 14 searches, and he used to be with BWP. Mr. Swanson has been involved in 3 searches.

Q: Where are the consultants? Were they part of the first search?

A: A national reach means that SEC members are part of national organizations and live in other parts of the country. With these contacts, SEC can recruit and get information about candidates where they might be whether it is in the US or not. Placements have been made in Illinois, Michigan, Minnesota, Ohio, and Missouri.

Q: What is their opinion as to what they will look for when interviewing the candidates?

A: That would depend on upon the profile put together after holding the focus groups. The consultants will go in with an open mind. It is a long

process, lots of dialogue occur, and it is an important consideration for the Board of Education.

Q: If SEC didn't agree with the profile, would that inhibit the search?

A: The profile that the Board of Education approves is the one that is used. That is the board's role. The same questions are being asked of everyone, and if SEC hears something again and again, it becomes part of the profile.

Q: What are SEC's connection with MSAN; could the superintendent of those schools be recruited?

A: AN SEC representative has read research on MSAN and can make an outreach for recruitment.

The Board of Education recessed at 9:31 and resumed at 9:36 p.m.

Mr. Weissglass stated that BWP and SEC do most of the searches in the area. Discussion ensued about whether to invite more search firms to present to the Board of Education. Some members wanted to expand the search because they wanted to hear more about achievement and equity, what other landscapes could be brought to this search, and this felt insular. Others were more willing to move forward because of the time constraints and the fact that these two firms seemed credible and experienced. District 97 had gone through the lengthy RFP process (15 to 21 days for posting), and these were two of the firms that were brought forward for consideration. Previously, both of these firms had recruited for the superintendent position at OPRFHS, and Mr. O'Mara of SEC had been a superintendent candidate nine years ago.

Consideration was given to separating the interim superintendent search from the permanent superintendent search.

The process of finding a superintendent includes building a profile and communicating it to the search firm to make sure there is a good understanding of what is desired and the type of person being sought.

It was the consensus of the majority of the Board of Education members not to invite other firms to present. And, Board of Education members wanted to separate the interim from the regular superintendent search. Even though the IASB wanted to present, it cannot recruit superintendents.

The Board of Education members sought to know more about the presenting firms. It was decided that each Board of Education member would submit additional question(s) to Ms. Cassell to be asked of the firms, their ranking and the reason for their ranking. Also, District 97 will be asked for the criteria they used to evaluate the search firms. This information will be discussed at the next meeting and a decision will be made as to which firm and/or having separate

processes for an interim and regular superintendent search. A suggestion was made to divide some of the districts with whom each of the firms have worked (reference letters) and have Board of Education members call them to obtain on the quality of work.

One member felt if a separate interim search was made, additional firms could be considered as well as pricing. On Thursday, June 2, 2016, the Board of Education will determine if it will hire IASB, SEC or BWP to do the interim search or to hire one of the two firms after getting more information.

**District
Registration
Fees**

Mr. Weissglass moved to approve the District registration fee for the 2016-17 school year as follows; seconded by Ms. Spivy. A roll call vote resulted in all ayes. Motion carried.

Freshmen	\$50	Seniors	\$70
Sophomores	\$220	Pay to Play	\$65
Juniors	\$35		

Both Micheline Piekarski, Director of Food Service and Ms. Jackie Charette-BassiriRad, Director of the Bookstore, will work to streamline the application process for Free and Reduced lunch. Separate forms may be needed because of Food Service requirements, but the procedure will be based on Food Service.

Technology Fee

Mr. Weissglass moved to approve the charging a \$50/year/student technology fee; seconded by Dr. Moore. Mr. Carioscio provided background information.

The fee provides an incentive for students to care for the device. The key assumptions in pro forma analysis is as follows:

- The average cost of Chromebook and accessories (e.g. case) is \$400. The range is \$300-\$500. The District will choose a durable device that will last for four years
- Device will last for four years (not enough experience to judge this yet - devices are too new)
- District will subsidize 50% of the equipment cost and 100% of support costs
- Free and reduced percentage from Business Office as of 5/10/16
- 3% shrink (shrink is damaged, lost and stolen)
- The District will implement shrink claims similar to Districts 90 and 97.

District 97 has a \$35 technology insurance fee and District 90 does not.

Discussion ensued. One member commented that negligence would be a discipline situation and the SIDs have to determine what would happen with the

device. If a device were to last only three years, the students might not be allowed to keep it after they graduated. This is all unknown territory.

Mr. Cofsky favored ownership or a deposit system, rather than a technology fee. Giving the student the device would give them a sense of ownership. Mr. Arkin appreciated ownership issue, because, in theory, the District should bear the cost. However, because these are sensitive and valuable devices, ownership must be tied in so that they are not abused.

Mr. Weissglass noted that the idea of a deposit would spread the burden among all of the taxpayers, so the cost difference is big. He favored a fee and acknowledged the Board of Education's strong support of the 1:1 technology investment. It is important to continue to develop the capacity for the future of instruction, and it keeps depending on digital technology. However, some in the community are unhappy and will push back because the District is giving people a device they do not want, and they have to pay for it. Having all devices on the same platform is critical to meet the educational needs, and so he favored the fee, acknowledging and honoring those who were concerned about it. Another suggestion was to take a \$50 deposit and give that back to the student at the end of the year or hold it over for the following year, but the administration noted that there would be additional administrative tasks and managerial costs. Other members, appreciating the deposit proposal, suggested having a zero dollar fee and requiring the students to pay the full cost, as a deposit would be challenging for the administration to track, check machines, etc. The District built in self-insurance and would not hold the students responsible for the full cost.

A roll call vote resulted in four nays and three ayes. Motion failed. Dr. Moore, Mr. Arkin, Mr. Cofsky and Ms. Spivy voted nay.

From the District's research, schools have not incorporated a deposit mechanism, but this can be explored next year. Question: How many families feel they do not need another device or the expense of another device in their home?

Discussion continued about next steps and failing to agree on an alternative solution at this point in time, Dr. Moore renewed the original motion which was to approve the charging a \$50/year/student technology fee for the 2016-17 school year; seconded by Mr. Weissglass. A voice vote resulted in five yeas and two nays. Mr. Cofsky and Mr. Arkin voted nay. Motion carried.

The administration will consider this a pilot for this year and explore alternatives for next year.

**Student Handbook
Revisions**

Mr. Weissglass moved to approve the revisions for the 2016-17 Student Handbook, taking out the name of Dr. Isoye; seconded by Ms. Dixon Spivy. A

voice vote resulted in motion carried. It was noted that Senate Bill 100 is a new law that will dictate how a district suspends students and what documentation has to occur before a suspension.

Student Discipline

None

Film Contract

Discussion ensued regarding the contract with Kartemquin Films which states in A.1, “upon expiration of the 2015-2016 school year, the Producer and the School District each, unilaterally have the option to conclude the filming.” Board of Education members were reminded that if they wanted to discontinue the filming, they would have to take action which would occur at the June Board of Education meeting.

The filmmakers have requested to do limited filming during summer school, interviews and background shots in the fall as they do their editing with a limited following of students.

Discussion ensued about the process and the fact that the administration had opposed this project originally. While suggestions were made to get the perspectives from all involved, i.e., administration and the amount of time it took to deal with the logistics of the documentary versus doing the business of the school, students (anonymously), etc., it was the consensus of the majority of Board of Education members to allow the filmmaker to continue because a commitment had been made and the additional requests to film were outlined as limited and for as cleanup only.

Test Prep

The Instruction Committee recommended moving the report on Test Prep to the full Board of Education. No discussion ensued.

**Report on
Development
Of Student
Growth**

The Instruction Committee recommended moving the report on the development of student growth to the full Board of Education. No discussion ensued.

**District
Reports**

Reports were provided from Citizens’ Council, Huskies Boosters and the Alumni Association.

Adjournment

At 11:21 p.m., Mr. Weissglass moved to adjourn the regular Board of Education meeting; seconded by Ms. Cassell. A voice vote resulted in motion carried.

Jeff Weissglass
President

Sara Dixon Spivy
Secretary

Submitted by Gail Kalmerton
Clerk of the Board