

June 27, 2013

The regular Board meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday, June 27, 2013, in the Board Room of the OPRFHS.

Call to Order

Vice President Weissglass called the meeting to order at 6:37 p.m. A roll call indicated the following Board of Education members were present: Thomas F. Cofsky, Dr. Steven Gevinson, Dr. Ralph H. Lee, Dr. Jackie Moore, Sharon Patchak Layman, John Phelan (arrived at 7:00 p.m.), and Jeff Weissglass. Also present were Dr. Steven T. Isoye, Superintendent; Cheryl L. Witham, Assistant Superintendent for Finance and Operations; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction; Nathaniel L. Rouse, Principal, and Gail Kalmerton, Executive Assistant/Clerk of the Board and FOIA Officer.

Closed Session

At 6:37 p.m. on Thursday, June 27, 2013, 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; seconded by Mr. Cofsky. A roll call vote resulted in all ayes. Motion carried.

At 7:28 p.m., the Board of Education recessed its closed session and resumed its open session at 7:30 p.m.

Joining the session were: Michael Carioscio, Chief Information Officer; Dr. Tina Halliman, Assistant Superintendent for Pupil Support Services; Amy Hill, Director of Assessment and Research; Karin Sullivan, Communications and Community Relations Coordinator; and Sheila Hardin, FSEC Executive Committee Chair.

Visitors

Dr. Allan Alson, Educational Consultant; OPRFHS Doug Wiley, Supervisor of Finance, Ron Johnson, OPRFHS Purchasing Coordinator; Tod Altenburg (OPRFHS Chief Financial Officer to be); John Bokum and John Messina (APPLAUSE!) and other community members; Mary Haley of the League of Women Voters; Trapeze student; and Terry Dean and Rebecca Bibbs of the *Wednesday Journal*.

Public Comments

John Bokum, resident of 629 S. Home in Oak Park, noted that the Board of Education would soon have future discussions about the contact with Faculty Senate, pensions, etc. He asked the Board of Education to begin broadcasting its meetings. He thanked Ms. Witham for her service to the community and for her work at OPRFHS.

Status of FOIA Reports

Ms. Kalmerton reported that one FOIA request had been received and one resolved.

Faculty Senate

Ms. Hardin, as the new Faculty Senate Executive Committee Chair, looked forward to working with Board of Education and she thanked Ms. Witham for her work.

Superintendent Report

Dr. Isoye reported the following:

- Out of 70 entries submitted to faculty in the History Division, the work of 17 students was chosen to run in the *2013 Interpretations*, OPRF's annual journal of

the best student history writing. Special congratulations to Jonah Phillion, who won the Class of 1940 History Writing Award for his piece entitled, "From 'History's Greatest Joke' to 'Crucial Watershed': The Historiography of the Crimean War and Why it is Now on Your Bookshelf."

- Congratulations to Briana Williams and Nia Smith for their first place wins in, respectively, oratory and filmmaking at the state ACT-SO competition. ACT-SO stands for Academic, Cultural, Technological, and Scientific Olympics, a youth program under the aegis of the NAACP. Their wins qualify them to compete at nationals in Florida in July.
- Briana Williams also was chosen to host an as-yet-to-be-named TV program for the next two years. Her show will replace the show launched two years by Tyler Milsap, who just graduated.

Summer School Coordinator Dale Craft reports that Summer School classes are going well.

- The 26-day session had 753 registrations for General Education classes.
- The first 13-day session had 255 registrations.
- The second 13-day session has 79 registrations.
- In addition, 95 students are taking Driver Education, and 114 students are enrolled in Special Education classes.

This summer credit recovery classes were structured in English, math, and history as a combined group. The students meet in the fourth-floor computer labs and use an online curriculum. Four teachers are working with as many as 60 students at a time to make up credit for courses they have already failed. The idea is for students to make up credit to back on track for graduation. The early responses from students and parents have been positive. The District is learning a great deal from the experience regarding student engagement with online curricula and supporting student learning.

The Athletic Department is currently running 22 sports camps. Each camp consists of various age groups and skill levels, ranging from 4-year-olds in the swim lessons through current varsity athletes. Currently, more than 2,100 have registered for the camps.

The summer musical is *Once Upon a Mattress* and runs the weekend of July 19.

Dr. Isoye congratulated OPRFHS faculty member Aaron Poldner for authoring the book *How Would You Handle It?*

Dr. Isoye thanked Ms. Witham for all of the work she had given to the OPRFHS faculty, staff, and administrators and wished her well on her next endeavor.

Consent Items

Mr. Phelan moved to approve the following consent items:

- Check Disbursements and Financial Resolutions dated June 27, 2013
- Monthly Financial Reports
- Monthly Treasurer's Report
- Approval of Institute Days for the 2013-14 School Year
- Approval of Contract with Comprehensive Group for Services
- Approval of Contract with Henry Bros.
- Approval of Contract with Legat Architect
- Renewal of Property, Casualty, Liability, and Workers' Compensation

- Award of Refuse Bid
- Award of Xerographic Paper Bid
- Award of Building Security Services Bid
- Approval of West 40 Intergovernmental Agreement on HARBOR
- Approval of District 97 Food Service Intergovernmental Agreement
- Appointment of School Treasurer
- Approval of Bank Resolution
- Approval of Indoor Air Quality Management Program

seconded by Dr. Lee. Discussion ensued. It was explained that the renovation of the girls' bathroom would remain on the list of construction projects until a determination is made as to whether a second superintendent has to be hired. A roll call vote resulted in all ayes. Motion carried.

TIF Settlement

Mr. Phelan moved to approve the Amendment of the TIF Settlement Agreement, as presented; seconded by Mr. Weissglass. Discussion ensued.

While the taxing bodies talk about wanting collaboration with each other, Ms. Patchak-Layman spoke about the amount of debt the community is handling because the Village is taking this on and off the referendum and selling bonds to do smaller projects. Her concern was about the accumulated debt in the TIF and the additional debt. She felt this agreement would allow the Village to incur debt without discussion. She did not believe the District was being diligent in terms of the community and moving forward. The District had agreed that the obligations would be paid first from the TIF part of the initial agreement. Only the infrastructure of the site would be included in the new amendment. She believed the District should curtail the debt taken on by the Village of Oak Park and the Village should go back to the marketplace. By approving this amendment, the District was giving the Village of Oak Park carte blanche to incur more debt, which would limit the District's ability to borrow money in the future. Currently, the Village has debt that goes out to 2032. When bonds are sold either by the District or other taxing bodies, everyone's debts are included. A concern was that more than 10% is going to the taxing bodies. If this amendment did not pass, Ms. Patchak-Layman felt the Village could sell bonds to do this work. She proposed not approving the debt. Mr. Cofsky heard from the community that the District had to advocate collaboration and to do everything in its power to increase the overall tax base in the community.

Mr. Phelan did not know if it was the District's responsibility to incent or not to incent the Village of Oak Park Board for the purpose of development. This is a process of collaboration. A new Board of Education was elected and the voters wanted the Board of Education to look for areas of collaboration among the taxing bodies.

A roll call vote resulted in six ayes and one nay. Ms. Patchak-Layman voted nay. Motion carried.

Policies for First Reading

Dr. Gevinson moved to approve the following policies for First Reading: seconded by Dr. Lee.

- 4:15, Identity Protection;
- 4:140, Waiver of Student Fees;

4:170, Safety; 5:50, Drug and Alcohol Free Workplace; Tobacco Prohibition;
5:260, Student Teachers;
6:170, Title I Programs;
6:190 Extracurricular and Co-Curricular Activities;
6:240, Student Travel;
7:190, Student Discipline;
7:305, Student Athlete Concussions and Head Injuries; and
8:25, Advertising and Distributing Materials in Schools Provided by Non-School
Related Entities

With regard to 6:190, clarification was desired about whether this applied to only IHSA activities. As it reads now, it says there is an academic criteria and the selection of the participants are at the discretion of teachers, coaches, etc.

Ms. Patchak-Layman moved to add after the word “policies” in the paragraph under Academic for Participation “includes only IHSA athletic activities and clubs and any groups that perform outside of the school.” No second. Mr. Rouse will get further clarification for second reading.

With regard to Policy 4:15, Identity Protection, the superintendent may always delegate tasks. Signatures are not legally required with regard to training, but could be so stated in the procedures. Students should not encounter social security numbers.

With regarding to Policy 4:140 and the legal reference, the state superintendent did not provide any way to enforce it.

Per a Board of Education member’s request, the definition of student athlete was added to the second line of the policy.

A roll call vote resulted in all ayes. Motion carried

June 2013 Graduates Mr. Phelan moved to certify the June 2013 graduates, as presented; seconded by Mr. Cofsky. A voice vote resulted in motion carried.

Tradition of Excellence Award Recipients Mr. Phelan moved to approve the Tradition of Excellence Award Recipients for 2013-14; seconded by Dr. Lee. A voice vote resulted in motion carried.

KEVIN BIGGINS Writer/Comedian 1997
JAVIN PETERSON Military Pilot 1995
JESSICA KERWIN JENKINS Writer 1987

Posthumous
CHARLES HOAG Athlete 1949
MARY ALICE RANKIN Community Service 1935

Personnel Recommendations Dr. Lee moved to approve the Personnel Recommendations, including New Hires, Resignation and Stipends; seconded by Dr. Moore. A roll call vote resulted in all ayes. Motion carried.

Summer student workers do go through the formal application process.

**June 2013
Graduates**

Mr. Phelan moved to Certify the June 2013 Graduates, as presented; seconded by Mr. Cofsky. A voice vote resulted motion carried.

**Tradition of
Excellence**

Mr. Phelan moved to approve the Tradition of Excellence Award Winners, as presented; seconded by Dr. Lee. A voice vote resulted motion carried.

KEVIN BIGGINS Writer/Comedian 1997

Mr. Biggins is a writer for the TV series "Family Guy." He helped establish the movie company that created the movie Seabiscuit. Recently Kevin sold a pilot for a new show to 20th Century Fox, which is set to debut this year. Kevin also is a comedian and was recognized by Comedy Central as one the top comedians to watch in 2012.

JAVIN PETERSON Military Pilot 1995

Air Force Major Javin C. Peterson is the pilot of Air Force Two, which flies the President of the United States, First Lady, Secretary of Defense, Secretary of State, and Joint Chiefs of Staff. He attended the United States Air Force Academy and graduated with a Masters of Arts in International Relations from the University of Oklahoma.

JESSICA KERWIN JENKINS Writer 1987

Ms. Kerwin Jenkins began her career writing for Women's Wear Daily and for W magazine, later becoming the magazine's European editor in Paris. Jessica is the author of Encyclopedia of the Exquisite, which has been featured in The New York Times' Book Review, T magazine, The Wall Street Journal, Vanity Fair, Vogue, In Style, Los Angeles Times, San Francisco Chronicle, and National Public Radio's "Morning Edition." Encyclopedia of the Exquisite also was named on Barnes and Nobles "Best of 2010" list, and the editors of Amazon.com ranked it in the picks for the year. Jessica also is a writer for Vogue magazine.100Posthumous

CHARLES HOAG Athlete 1949

Mr. Hoag was a star athlete in both football and basketball. He was a gold medalist in the 1952 Olympics for basketball. He went on to become a football and basketball coach for the University of Kansas.

MARY ALICE RANKIN Community Service 1935

Ms. Rankin founded the Illinois Coalition Against the Death Penalty. She was also active in the Civil Rights Movement.

ALOP Contract

Mr. Phelan moved to approve the ALOP Contract, as presented; seconded by Dr. Lee. A roll call vote resulted in all ayes. Motion carried.

Mr. Rouse will inquire about the number of personnel attached to this program. The cost per student is \$9,800.

**Administrative
Compensation**

Mr. Cofsky moved to approve the Administrative Compensation for 2013-14 School, Year, as presented; seconded by Dr. Lee. A roll call vote resulted in six ayes and one nay. Ms. Patchak-Layman voted nay. Motion carried.

Ms. Patchak-Layman did not support an average increase in salary 2.5% because administrators were already well paid. While she appreciated their work, she did not feel that their salaries needed to increase by CPI every year or did they need to be compared to other districts as has been done historically. This community is wealthy,

but not exceptionally wealthy, and more work was needed in terms of determining how to compensate additional responsibilities or changes to job titles.

Mr. Phelan wanted a compensation philosophy based on the market and incentives. This had been a request last year but circumstances arose that caused it not to be addressed. This is a future discussion. As such, he supported the administration's proposal and urged the administration and the Board of Education to be accountable for creating a philosophy for next year. Support for a compensation plan was echoed by other Board of Education members. Mr. Weissglass found it difficult to determine how to reconsider this in a timely fashion. He was impressed with the administrators. He greatly respected their work, including managing the tax load.

**Non-affiliated
Personnel
Compensation**

Mr. Phelan moved to approve the Non-Affiliated Personnel Compensation for 2013-14 School Year, as presented; seconded by Dr. Lee. A roll call vote resulted in six ayes and one nay. Ms. Patchak-Layman voted nay. Motion carried.

Ms. Patchak-Layman wanted a better understanding of the individual positions and the overall finances of the school. She wanted to move away from percentage increase. Mr. Phelan referenced the remarks that he made for the administrative salaries.

Food Service Dept.

Mr. Phelan moved to approve the Food Service Department Salaries for 2013-14 School Year, as presented; seconded by Dr. Moore. A roll call vote resulted in all ayes. Motion carried.

While Ms. Patchak-Layman supported the recommended increase in Food Service Department salaries, she cautioned that in the future Food Service revenue would not be able to sustain these salaries. They may have to be the responsibility of the general school budget or lunch prices will need to be raised.

Student Parking

Mr. Cofsky moved to purchase 130 student parking permits at \$240 each; if any River Forest student purchases an Oak Park S3 parking permit after the District has issued all the permits it is has available, the District will reimburse the student the difference; seconded by Mr. Weissglass. A roll call vote resulted in all ayes. Motion carried.

Last year the District received no reimbursement requests from River Forest students. Questions followed: 1) Were there additional requests to purchase after the originals were sold, and 2) What ORPFHS was doing to push a greener environment, e.g., biking and walking, etc.

Registration Fee

Mr. Phelan moved to approve the registration fees of \$545 for Ms. Patchak-Layman to attend the Summit on Courageous Conversations in October 2013; seconded by Dr. Gevinson. A roll call vote resulted in all ayes. Motion carried

Minutes

Mr. Phelan moved to approve the Open and Closed Session Minutes May 14 (Instruction, Technology), May 23, and June 18, (Special), 2013 and declaration that the closed session audiotapes of November 2011 be destroyed; seconded Dr. Lee. A voice vote resulted in motion carried.

Preliminary Budget

Ms. Witham introduced Mr. Wiley who played a large role in creating the budget. Ms. Witham then presented a PowerPoint Presentation. Preliminary Budget

- Summary format at this time
- Tentative budget presented in August and placed on display for 30 days
- Final budget approval in September
- Discussion and adjustments can still occur as additional information is gathered and analyzed.
- The Board of Education can discuss the format of the final budget document, and submission for the Meritorious Budget Award. Regardless of that decision, the ISBE format must be filed with the State of Illinois and posted to the district website.

The Budget Process

- Long range financial plan
- Enrollment projections and FTE projections
- Levy
- Debt Abatement
- Early Childhood Collaborative
- Sectioning
- Collective Bargaining
- Construction Projects
- Technology Plan
- Staff Development Plan
- Contract renewals
- Insurance Renewals

Summary of All Funds

Budgeted Revenue and Expenditures						
	<u>Beginning</u>			<u>Excess</u>	<u>Other Financing</u>	<u>Ending</u>
	<u>Balance</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>(Deficit)</u>	<u>Sources (uses)</u>	<u>Balance</u>
Educational	95,881,620	56,925,544	54,240,894	2,684,650		98,566,270
Operations and Maintenance	7,401,081	9,197,439	5,717,148	3,480,291	(6,682,933)	4,198,439
Transportation	3,453,140	1,687,486	1,683,486	4,000		3,457,140
Municipal Retirement/Social Security	3,144,943	2,580,863	2,371,219	209,644		3,354,587
Capital Projects	958,714	3,600	6,682,933	(6,679,333)	6,682,933	962,314
Bond & Interest	1,431,545	3,500	3,074,534	(3,071,034)	3,103,670	1,464,181
Tort	2,878,134	1,156,731	1,178,728	(21,997)		2,856,137
Fire Prevention & Life Safety	418,821	1,210,343	833,893	376,450	(616,290)	178,981
Working Cash	10,026,367	950,151	-	950,151	(2,487,380)	8,489,138
	125,594,365	73,715,657	75,782,835	(2,067,178)	-	123,527,187

Expenditures by Type for All funds

	FY 2013	FY 2014	Δ \$	Δ %
Salaries	37,914,958	38,522,091	607,133	1.60%
Benefits	9,789,236	10,070,153	280,917	2.87%
Contracts Services	6,202,604	6,416,937	214,333	3.46%
Supplies and Materials	4,030,249	4,376,956	346,707	8.60%
Capital Outlay	7,637,343	9,121,000	1,483,657	19.43%
Other	6,983,849	7,275,698	291,849	4.18%
Total	72,558,239	75,782,835	3,224,596	4.44%

SUMMARY OF CHANGES IN EXPENDITURES BY TYPE--ALL FUNDS			
FACULTY SOFT FREEZE	470,712		
ADDITIONAL STAFF DUE TO ENROLLMENT	137,312		
ADDITIONAL STAFF DUE TO TECHNOLOGY POSITION	100,000		
ALL OTHER SALARIES	(100,891)	607,133	
MEDICAL BENEFITS	235,000		
RETIREMENT AND PENSIONS	46,000	281,000	
TRANSPORTATION	177,000		
LEGAL FEES	50,000		
ATHLETIC TRAINERS	(17,500)		
MISC PURCHASED SERVICES	4,500	214,000	
BOOKS AND MATERIALS	262,000		
SOFTWARE	170,000		
FOOD	(70,000)		
MISC SUPPLIES	(15,000)	347,000	
CONSTRUCTION PROJECTS	1,700,000		
TRANSPORTATION EQUIPMENT	50,000		
FURNITURE AND EQUIPMENT	(266,000)	1,484,000	
OTHER INSTRUCTIONAL	(22,000)		
OFF CAMPUS TUITION	552,000		
DEBT	(455,000)		
EARLY CHILDHOOD	216,000	291,000	
	3,224,133	3,224,133	

Total Revenue-All Funds

Type of Revenue	FY 2013	FY 2014	Change	Percent Change
	Amended Budget	Preliminary Budget		
Property Taxes	\$ 64,936,963	\$ 61,221,898	\$ (3,715,065)	-5.72%
Other Local Sources	\$ 7,054,961	\$ 6,790,162	\$ (264,799)	-3.75%
State Sources	\$ 3,666,774	\$ 3,827,008	\$ 160,234	4.37%
Federal Sources	\$ 1,936,477	\$ 1,876,589	\$ (59,888)	-3.09%
Total	\$ 77,595,175	\$ 73,715,657	\$ (3,879,518)	-5.00%

The decrease in property tax is mostly due to the abatement of debt service. Cook County pays 55% of the previous year's taxes in the spring and the remainder in the fall. If the Board of Education will allow the debt levy next year, the District estimates that it will receive a spring payment of about \$1.2 million.

Ms. Witham noted the following:

- Since 2011, the percentage of funds spent on instruction has risen from 65% to 70%.
- While Special Education and other support services have increased significantly, administrative costs have decreased.
- Special Education is included in the per capita number (15% of the students at in Special Education, but this does not include transportation, IMRF, construction, equipment. They are in different budget areas.
- The Education Fund includes most items related to teaching and tuition.
- Only Special Education services are included in the Special Education budget, i.e., self-contained classes, etc.
- The District is spending more on athletics and activities than it did 10 to 11 years ago.
- The 2012 audited projected fund balance is \$117 million. The unaudited projected fund balance for FY 2014 is \$123 million.

- The Comprehensive Annual Financial Report (CFAR) is posted on the website.

The District abated the full debt levy amount, which reduced taxes to be lower than the previous year. The total amount abated was \$2.7 million. It reduced taxes by \$800,000. The District abated the full debt amount, which reduced the taxes to be lower than the previous year. It is not a full reduction of a \$3.7 million. In Cook County, 55% percent of the previous year tax amount is collected, so it is larger than the fall payment and that falls into the following school year.

The District shared an informal long-term plan on construction, which consists mostly of deferred maintenance. The Board of Education approves the list of projects annually. Mr. Weissglass asked for a briefing on the commitment to the O&M Fund.

A future Finance Committee agenda item will be the discussion as to whether to pay off debt, which is due in 2018 and thus save \$1.2 million in interest income.

Asbestos needs removal only when it is touched in a construction area or if flooring tile is cracked and in poor condition. The proper workers and procedures need to be in place for this work to occur.

If the construction bids come in low enough, the District may be able to remodel the girls' locker rooms. If not, would the District save \$1.8 million. Ms. Witham stated that the complication is that next year's construction had already begun this school year. The Legat contract for summer 2014 is in two different budget years. Ms. Patchak-Layman noted that the Capital Projects Funds have increased significantly. Based on the project list; it could go up to \$9 million. The decennial projects were complete, so all of the expenditures would come out of Capital Projects Fund, which is now in two funds. The District has moved from a deferred to a proactive maintenance model. Continuing this type of maintenance model could be a Board of Education discussion, but ongoing projects would always include tuck-pointing, roofing, and plumbing. Additional monies have also been set aside for increased enrollment. The District is well positioned to address additional capacity and pool replacement.

Ms. Witham explained that the funds in the Bond and Interest (B&I) Fund were for cash flow purposes only. Since the District abated the full levy amount, the entire amount will be transferred.

Dr. Halliman reported that does not have a cooperative to offset costs, like most schools. The Special Education students that cannot be served at OPRFHS are placed off campus. Dr. Halliman provided the following statistics:

- Ten incoming eighth graders are in off campus facilities.
- OPRFHS gets adjusted increases for off campus placements because the state has been historically late in adjusting rates for the school year.

- The District determines what students can be served at the high school.
- In 2012-13, 62 students were placed off campus. Last year, 55 students were placed off campus. In 2006, 92 were placed off campus.
- Since March 1, eight current students were reassigned to off campus placements for a variety of both state and legal reasons. Manifestation laws allow districts to executive a 45-day alternative placement and it is at the discretion of the IEP TEAM and the parent.
- Costs vary from \$28,000 to \$167,000 for residential placement but the District may receive reimbursement for the residency portion from the state.

The District continues to look for ways to integrate students on campus and, hence, the Social Emotional Learning Program was created. This year a Teacher Collaborative Team (TCT) was dedicated to looking at a similar transition program for students who have autism spectrum characteristics to see if they can be served within the building.

Any additional questions should be emailed to Dr. Isoye with a copy to Ms. Kalmerton.

Mr. Weissglass will not be available at the August 13 Committee meetings.

IEP Software

It was the consensus of the Board of Education members to approve the contract for IEP software to be used by the Special Education Department for inputting information on IEPs at the July 18 meeting. The present system is part of the Student Information System (SIS), is not user friendly, and takes too long to create documents. In addition, the new software will put in compliancy checks and if not completed as mandated, it will not move forward. At the end of an IEP meeting, parents will be able to walk out with a copy of the IEP. It also includes a 504 module that Student Services can use with legal documents, if necessary. It will interface with Skyward. Mr. Phelan applauded the department for finding this resource.

Video Management

It was the consensus of the Board of Education members to approve the Video Management contract with Eagle Security at the Special July 18, 2013 Board of Education meeting. This will replace the DVR system, which is 12-years old, and it will integrate with the current door system. Monitoring can be done from various locations, including mobile devices.

Mr. Cofsky felt it was crucial to have a comprehensive security plan. Dr. Lee felt it should fit with the Homeland security requirements.

Strategic Planning Report

Dr. Isoye thanked the large number of people for their work, their time, and their commitment to OPRFHS when they worked to build the advisory Strategic Planning Report. Many people believe in the work the high school does; they love it; and, they want it to be the best place to come to get an education. Dr. Isoye also acknowledged the large commitment from the

administrative team. The Board of Education will work to make the plan its own, approve it, and use it as direction for the next five years.

Dr. Alson introduced Pat Maunsell, his associate. He remarked on the difficulty of having one Board of Education commission a report and bringing a new Board of Education up-to-date philosophically and technically. He noted that this process was for them to gain degrees of comfort with this plan. He was thankful to the Board of Education who hired him and for being able to bring this work to fruition. He hoped to play an explanatory role at this meeting and continue in a facilitative role at the retreat in order to bring the Board of Education to consensus on what it values and where to go forward. He also thanked 1) the participants for their deep and abiding commitment to the high school, 2) Ms. Sullivan for the final writing, 3) Ms. Kalmerton for the detailed notes of the meeting, 4) Ms. Hardin for her role on the committee and co facilitator, and 5) John Messina who was part of the initial drafting of the task force work. This is a transition point—going from the work of the committee to the Board of Education and District ownership of this report. He hoped for progress monitoring of the report and good reporting to the staff and the community about the changes that need to occur. The administration's charge will be to put implementation committees together and direct the work of the strategic plan.

Dr. Alson made the following comments:

- 1) This work has been about equity and excellence co-existing and the desire that all students be pushed to their greatest, attainable achievement.
- 2) It is essential to have equity to insure that there is excellence for all students and not at the expense of one versus another.
- 3) Any strategic plan is only as good as its implementation

The plan must be responsive to the environment through a constant review of the work.

4) Will these recommendations be doable? If the vision is embraced, will this report be what is necessary? Prioritizing and scaffolding are very important. Some districts go slow to go fast, accomplishing only part of the plan, but they feel good about setting the foundations.

5) The Plan has the words and construct that will move the District to its desired vision, but the devil is in the details and whether there is fidelity to the report.

Dr. Alson asked the Board of Education members to provide questions that could help frame the retreat. He suggested the questions be in the following categories: 1) process, 2) mission, vision, and values, 3) goals and task forces, and 4) other.

Questions/comments about the process included: 1) What was the best way to prepare for the retreat; 2) Did the Blueprint Assessment inform the strategic plan? 3) Is

there/will there be a document or way to monitor progress on the goals? 4) The biggest concern is that Board formalizes a commitment in writing to make sure the plan is implemented; 5) Provide a dissection of some of the statements at the retreat in order to understand them more precisely and ensure that they are actionable; 6) Board goals have been confined to what can be accomplished in a year; some of the most important things needed will take more than focusing on just one-year goals. The District must commit to collecting certain data over a longer period, perhaps even five years; 7) How will the strategic plan be used? 8) What is missing from the plan? What needs to be included in the plan? 9) The plan cannot be approved without an understanding of what is meant and what it is trying to solve when talking about taking a deep dive into equity; 10) How will the Board of Education allocate dollars and resources? 11) What should the Board of Education members do with their specific comments? 12) Concern was raised about taxing the administration and District finances; some things may need to be cut from the plan; 13) the Community will have many questions too and that must be remembered in a timeframe; 14) is there a step for vetting plan with community?

Questions/comments about the Goals/Task Forces included: 1) appreciated the format of goals that are aspirational over a longer term and the breakdown of yearly goals and benchmarks; 2) Many things appear in multiple places. What things really need doing to address multiple areas of focus? 3) What is the school already working on that were included in the action steps and what does the data say?

Questions/comments about other things included: 1) List the categories of steering committee and task force members quantified (e.g., number of admins, faculty, community, etc.). 2) What is the underlying theory of change that is driving this? 3) Appreciated seeing excellence and equity at the center. Is a tension anticipated between these two, particularly in resource allocation? 4) This is the structure from which Board meetings should flow, what should the District be communicating to community.

Once the Board of Education has approved the plan, it will be the Board of Education's process for sharing it with the community. The community is aware of the process of media coverage but not the action steps and opportunity for approval. Once the Board of Education approves the plan, it will be responsible for building a process as to how the values are shared with the community.

Finance Advisory Committee

In February 2013, the outgoing board authorized the formation of a Finance Finance Advisory Committee (FAC). Included in the packet were the motion as listed and the supporting documents. The Board of Education had not determined the constitution or the composition of the committee. Mr. Phelan submitted and asked for consensus on drafted goals, potential topics, and the composition of the committee at this meeting. The FAC will abide by the rules of the Open Meetings Act and the meetings will be videotaped.

The composition of the meeting will be 3 Board of Education members, 3 administrators, 1 bargaining unit representative, and 8 community members. The District solicited community volunteers to serve on the committee and asked them to submit their resumes and include something that said what they could bring to the table that would help set a direction to solve the issues.

Dr. Lee supported the all of the recommendations with the exception of the goal to recommend the timing of an operating referendum or tax increase,

because it might have a negative consequence. It did not believe there was a clear understanding for the need of that goal. Mr. Phelan interpreted that to be a forecast, not a goal, as presently the district predicts that the District would go for a referendum in 2023 when having a 9-month fund balance. Mr. Weissglass interpreted it to mean the framework for determining when the District would go for a referendum. Dr. Gevinson supported that discussion. Ms. Patchak-Layman added that the conversation should be about whether the District should have referendums more regularly and balance with the fund balances or should the District have 15- or 20-year referendums. Perhaps it is setting the expectation of operating referendums rather than setting the timing of it. Dr. Lee felt it was talking about a referendum as a request to the taxpayers as to whether the level of taxing was acceptable now. He felt referendums had one purpose, which was to increase tax rates. The committee is to make recommendations to change the way they are currently being taxed with the idea in the future the District will have to increase that tax rate, as it becomes no longer sustainable. Dr. Lee stated that all referenda are to increase the rate in taxes. Mr. Weissglass said the three focus points were 1) the size of the fund balance, 2) the timing of the referendum, and 3) the principles that should be used in setting the annual tax levy.

While the committee's charge is to focus on the District's revenue as another committee had been formed to focus on expenditures and fund balances, it would have to understand the expenditures.

Fifteen applications had been vetted and interviews were occurring. How would the account for differing family income perspectives relative to tax rate and levies? How would the tax burden become part of the deliverables for families? Both of these questions would be suggested as potential topics for the committee chair. The role of the committee will be to make a recommendation to the Board of Education. Board of Education will determine if the recommendations will be followed. The community will have an opportunity to share their thoughts.

Mr. Phelan thanked Ms. Witham for not only her years of service but for her tremendously expletory service. Her commitment to that position is exceptional. He valued working with her.

Adjournment

At 11:00 p.m. on Thursday, June 27, 2013, Mr. Phelan moved to adjourn this meeting; seconded by Mr. Weissglass. A voice vote resulted in motion carried.

Dr. Jackie Moore
Secretary

By Gail Kalmerton
Clerk of the Board