

**Oak Park and River Forest High School  
201 N. Scoville Avenue  
Oak Park, IL 60302**

**Policy, Evaluation and Goals (PEG) Committee  
Tuesday, October 16, 2012  
Board Room**

A Policy, Evaluation and Goals Committee meeting was held on Tuesday, October 16, 2012 in the Board Room. Mr. Phelan opened the meeting at 6:08 p.m. A roll call included the following members: Valerie J. Fisher (arrived at 7:05 p.m.); Dr. Ralph H. Lee (arrived at 6:23 p.m.); Dr. Dietra D. Millard, Sharon Patchak-Layman, and John Phelan. Also present were Dr. Steven T. Isoye, Superintendent; Dr. Tina Halliman, Assistant Superintendent for Human Resources; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction; Nathaniel L. Rouse, Principal; Karin Sullivan, Community Relations and Communications Director; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors: Brian Zumpf, Policy Consultant of the Illinois Association of School Boards (departed at 6:54 p.m.); Dr. Allan Alson, Educational Consultant

The Board of Education continued its discussion of the Policy Book, Section 7.

<b>Press Policy</b>	<b>District Policy</b>	<b>Recommendation</b>
7:285 Food Allergy Management	5144	It was the consensus to keep Policy 5144 instead of 7:285, as the PRESS policy had been used to formulate Policy 5144.
7:300 Extracurricular activities	5131	The administration recommended keeping 7:300 and for the Board of Education to determine if Policy 5131 should be included, as it seemed more of a philosophy statement. Policy 7:300 relates to IHSA activities. Club sports are treated as a separate entity and they would not be included in this policy. Questions were raised about the criteria for participating in extracurricular activities, i.e., academics, PE exams, proof of insurance, etc., as is required for IHSA sports, for intramurals and the school's practice. It was the consensus to table this policy and bring it forward for discussion with Policies 6:190, 7:240 and 7:300 as a cluster.
7:310 Restrictions on publications	NA	It was the consensus of the Committee to keep 7:310. The current practice is that students are not allowed to pass out materials. The IASB stated that elementary schools can prohibit students from distributing the materials, but the high school cannot. If students start to distribute material that is disruptive, then the policy would come in to play. The high school does not have to designate a place for distribution, but if a disruption was made of a newspaper, etc. or there was noncompliance with the policy, then the policy would come into play.  The policy covers electronic material as well if accessed within the school environment.  The District will review the policy regarding distribution. Mr. Zumpf will send to Dr. Isoye the footnoted policy with the summary of cases. The administration will determine if there is a disruption of the learning

		environment.
7:325 Student Fund raising activities	NA	<p>The Administration recommended keeping this policy with the addition of adding “All funds must be deposited into the District Student Activity Accounts.” This policy would prohibit door-to-door sales. The Committee members supported this policy. The school would have a liability if a student were hurt while fundraising because it was school sponsored. Students should not feel obligated to have to sell anything.</p> <p>The scope of this policy is limiting. When talking about parent teacher organizations or the like using students on their own time, outside of school supervision that is a separate issue.</p> <p>Mr. Zumpf will seek counsel as to the scope of this policy. Does this address things such as team would sell coupon books during non-practice, non-supervised day? If not, is there a policy that would? This policy is meant to limit distribution to these events, so by not touching the broader scope, it is meant not to limit interaction.</p>
7:330 Student use of buildings – equal access	5139	The administration recommended keeping 7:330. This policy complies with the Equal Access Act, once the door is open to nonstudent groups they will be treated equally. The Committee concurred.
7:340 Student Records	5157	The administration recommended keeping 7:340 and 5157 because both were different. Mr. Zumpf agreed and he would make it a separate policy. Policy 7:340 changes often because federal and state regulations are not always in accord. Mr. Rouse will explore what information the police must keep. The school does not ask for police files nor disseminate that information.

### Strategic Plan Update

Dr. Alson presented the first of the five updates to the Board of Education on the strategic planning process. The other reports will be made in November, January, and March, with a final report in May. He appreciated the opportunity to be with the District, the Board of Education, and his associate, Pat Maunsell. Dr. Alson reviewed the material in the packet. The strategic planning process is a dialogue and a partnership with the Board of Education, the Steering Committee, and people in the administration who are giving tremendously of themselves to make sure this work goes well. He commended Dr. Isoye, Ms. Sullivan, Ms. Hill, Mr. Prale, and Ms. Kalmerton. They had have helped set the agendas, debriefed the meetings, and were his base. The most important part for him and Ms. Maunsell was to listen to the voices involved in the process. He thanked Ms. Patchak-Layman and Ms. Fisher for their willingness to extend their time to be on the Steering Committee and focus groups, as well as Mr. Rouse and Dr. Halliman.

The formal kickoff of the Steering Committee was October 1. It was an opportunity for people to meet each other and to present an overview of the strategic plan. The Committee saw the same slides shown to the faculty and staff. Future meeting dates are:

October 17, 2012  
October 29, 2012  
November 5, 2012  
November 19, 2012  
December 3, 2012

December 17, 2012  
January 7, 2013  
January 14, 2012

The committee members will be doing a “deep dive” into data. People were asked for their input so that everyone could hear what is of interest to the larger group for the focus groups. He developed a format for keeping track of questions from the community. The data is parceled into four areas: academic, climate, finance, and facilities.

Seven different focus groups will be held. Residents of these communities will have the opportunity to respond to an online survey or a paper copy. He hoped this work could be completed by the end of January, so that the work of the action plans can be in February.

A Steering Committee member had asked if the District would be providing comparable data about other districts. The answer is no, because it will be time consuming to be inclusive of all of OPRFHS data. However, the State of Illinois allows that comparison. Committee members will be provided articles about trends, curriculum, technology, instructions, etc., which should be useful to the group.

Mr. Phelan appreciated information and Dr. Isoye noted he had received positive comments. Ms. Fisher said that the energy in the room was amazing and that it was very exciting to be a part of it.

Ms. Patchak-Layman asked if there were a way for Board of Education members or community members to provide information and how can the Steering Committee explore things that are happening, vision activities, etc. to stretch people’s thinking about possibilities. After the October 1 meeting, Dr. Alson had suggested five or seven articles and chapters from a couple of books that the committee might be interested in reading. It is being determined if they can be posted on the strategic planning website. While he had not planned to do a group read, it might be something to consider. Managing the quantity and quality of the information might be difficult, however.

In order to attain maximum efficiencies, the number of people in a focus group should be 15. The focus groups will be held at the school. A separate focus group will be held for ninth graders so that they feel more comfortable. They will have their own set of questions. A separate one will be held for seniors and they will be asked questions about college and career planning as they transition. Sophomores and juniors will meet together. The student focus groups will be mixed by both race and academic levels. Ms. Patchak-Layman noted that groups that are all African American, Special Education, or of one gender will give a different kind of response from a mixed group. Dr. Alson stated that no group would be monolithic. Discussion had occurred about the value of groups that were homogenous. While there might be an initial loss of comfort because people will not know each other, they can learn from each other. Sometimes that can be surprising. Mr. Phelan suggested having one Alumni group.

Ms. Patchak-Layman asked if the small groups could meet, record the meeting, and submit it, just as the Village was doing. Dr. Alson felt it was important to have comparability within groups. Mr. Maunsell and Dr. Alson will conduct the focus groups together, as it was important to have two sets of ears. Discussion had not occurred about groups self-forming. He hoped that through surveys and focus groups, as well as the community and the Steering Committee representatives, would be able to complete this process within the seven months proposed and he did not want to overextend the data collection piece.

### **Board of Education Agenda/Board of Education Comments**

Ms. Fisher reported that the agenda item “Board of Education Comments” had been placed on the agenda to streamline the comments on liaison meetings in order to save time. Presently, Board of Education members submit written reports on their liaison responsibilities. She felt that the use of that agenda item had changed in the last couple of years. At the last meeting, it flagged a concern for her that the Board of Education was not serving the public well by having a section where ideas can be thrown out without discussion, i.e., hosting or renting space to District 97 for its administrative headquarters. She waited for Ms. Patchak-

Layman to bring this forward at a committee meeting but because she had not, Ms. Fisher had asked for a discussion about the condition of the high school's space, and the pros and cons of sharing that space. Not only was the Board of Education not able to avail themselves of a discussion, the public did not have any advance notice, including District 97. Mr. Finnegan had contacted District 97 because the discussion had been placed on the Finance Committee agenda. To her, this was an example of the dangers and disservice that using a free comment section has. She would prefer to see items be brought to a committee meeting, for a Board of Education member to advocate a position. The Board of Education can then make a decision.

Ms. Patchak-Layman noted that in the past couple of years, the time for comments was changed. Originally, it had been before and after public comments. Many board members have made comments. It is a point in the agenda to bring forth things ideas have been thinking about, an idea written to a newspaper before it is published, etc. The Board of Education president made the restriction that she was to be made aware of the desire to make comments ahead of time. It has been my understanding and the practice at District 97, here, and at other places, that Board of Education comments have reflected things that have come up in the community. In some jurisdictions, this section comes at either the beginning or the end of the meeting, but almost every meeting is an opportunity to do so.

Dr. Millard stated that the policy was the Board of Education members would not give specific responses to public comments. She had not understood that the section was an opportunity for Board of Education members to respond. This has morphed into advertising certain functions and they should get plenty of PR. However, it could be an opportunity to find a place for something. A time limit was placed on this agenda item, because it became excessive.

Ms. McCormack stated that what the Board of Education is doing is circumventing the Open Meetings Act, as things should be placed on the agenda and noticed to the community.

Dr. Lee believed that in any elected body in the United States, elected officials should have the ability to state their opinions or advocate for the direction in which the body should move as a right to being elected to public office. If the Board of Education wants something to be on the agenda, then he suggested adopting a policy that stated that every member has a right to put things on the agenda within a specific time, not to just ask permission of the Board president. Until the Board of Education gives each board member an absolute right to put things on the agenda to be discussed at a meeting, removing this section makes no sense based on the principles of this country. It would be inappropriate to deny board members the opportunity to state their opinion or advocate for a particular position at all. That is the only place the Board of Education members have a legal right to say what they have to say. He believed the ability for a board member to advocate for any direction that organization should take should be built into the structure. To do anything differently would be denying that right. Mr. Phelan responded that a member could publish a letter, etc., to advocate their positions. Mr. Phelan stated that while Board of Education members have the right to say what they want to say in public, it does not need to come to the Board table. Board of Education members are volunteering their time for the good of the community and the District. He will bring this discussion to the Board of Education president for a full discussion by the Board at a regular Board meeting. He hoped the comment section would be removed from the agenda.

Dr. Lee asked if a Board member chose to speak as a member of the public and that part of the meeting where members of the public are invited to stand at the podium as opposed to their Board table seats; those statements are limited to 3 minutes. Mr. Phelan would not oppose a comment from a Board member as a member of the community. Ms. Fisher did not see this as rights being taken away from a Board member. Ms. Patchak-Layman could have brought the discussion of hosting District 97's offices to the Finance meeting and the Board of Education could have discussed it. To do otherwise, leads away from board

Governance, as described as the Illinois School Code. It is her duty as a board member to bring an idea to the Board and have seven people test it. The Board of Education is not governance by individuals; it is by a body. That means ideas can be brought forward for consideration.

Dr. Isoye had sought the counsel of Brian Crowley at Franczek Radelet and Brian Zumpf of the IASB regarding this issue. Mr. Crowley had no problem with removing Board of Education member comments from the agenda. That does not preclude Board of Education members bringing up topics on a regular agenda that are not included on the agenda. However, the Board of Education must follow the agenda. If a comment was made “off topic”, the Board of Education president could move that discussion to another place on the agenda or to another meeting. Mr. Zumpf pointed to IASB Policy 2:220, the second paragraph, of which the Board of Education reviewed.

“Any Board member may submit suggested agenda items to the Board President for his or her consideration. District residents may suggest inclusions for the agenda. Items may be added to the agenda at the beginning of a regular meeting with the consent of the Board President; no action will be taken on such items.”

### **Adjournment**

Dr. Millard moved to adjourn the meeting at 7:26; seconded by Ms. Fisher. A voice vote resulted in all ayes. Motion carried.

Amy McCormack  
Secretary