

May 5, 2015

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Tuesday, May 5, 2015 in the Board Room of the high school.

Call to Order	President Weissglass called the meeting to order at 5:34 p.m. In attendance were Fred Arkin, Jennifer Cassell, Sara Dixon Spivy, and Jeff Weissglass. Also in attendance were Steven T. Isoye, Superintendent and Gail Kalmerton, Executive Assistant/Clerk of the Board.
Visitors	None
Public Comments	None
Board Orientation	<p>Mr. Weissglass and Dr. Isoye noted that the purpose of the meeting was to provide the new Board of Education with an overview of the role of the Board of Education. The new members had been directed to a number of public documents and Mr. Weissglass and Dr. Isoye addressed them. Some of the highlights included:</p> <ul style="list-style-type: none">• Section 2 of the Policy Manual deals mainly with the role and responsibility of the Board of Education. Its role is to set policy, hire and evaluate the superintendent, monitor performance and budget, and establish the tax levy. It is also the final arbitrator for personnel, residency, and discipline.• The 3 standing Board of Education committees are: 1) Instruction, 2) Policy and 3) Finance. A Strategic Plan Operation Committee has recently been added for the Board of Education to review the implementation plans. A Parent-Teacher Advisory Committee is established annually to meet the statutory requirement for getting advice on behavioral/discipline issues.• Board of Education members are assigned liaison responsibilities.• All new Board of Education members have been enrolled in Mandatory Training classes.• The six Board of Education goal areas are a result of the work of the Strategic Plan. Over 50 community members had drafted the mission and vision.• The Superintendent is the Board of Education's only employee and he is responsible to the Board of Education for following the federal and state rules and regulations and he monitors the work of the administration. Dr. Isoye is in his second year of a 5-year contract.• In addition to the responsibilities of the District, other areas of involvement include the Minority Student Achievement Network (MSAN), the Pacific Education Group (PEG) and Des Plaines Valley Region (DVR). OPRFHS is a founding district of MSAN which is an organization that looks at underachieving students, talks about race, and looks at best practices. Much work has been done with PEG with regard to equity work. Glen Singleton is the founder and author of the workshop in which the faculty participates. DVR is about education for

employment. This organization has all of the high school districts that lead into 504 Triton. Grant monies for Career and Tech and Perkins are funneled through this group. Dual Credit courses are provided through Triton.

- Dr. Isoye is a member of IASA, and is involved with a cohort of superintendents through its ISAL III professional development program which takes leadership to the next level.
- Dr. Isoye is also a member of the State's Performance Evaluation Advisory Committee (PEAC) since 2010. Its purpose is to advise state legislators.
- Dr. Isoye was appointed as a board member to the Illinois Math and Science Academy (IMSA) in 1998 by the State Board of Education.
- Dr. Isoye, as superintendent, focuses on the Board of Education, the State of Illinois, outside committees, Triton, DVR, and federal responsibilities. The day-to-day management of the building is handled by the principal. The Board of Education will revisit its agreements between the Board of Education and the Superintendent at an upcoming governance retreat about expectations.
- Any questions Board of Education members have should be forwarded to Dr. Isoye and Ms. Kalmerton. The response will then be forwarded to the entire board in an effort to for all of the members to have the same level of knowledge and inclusiveness. However, the response should be available in "file cabinet" ready form. Mention was made of the Open Meetings Act about public officials not being able to "reply all" to emails. Parental concerns or questions should be directed to the principal or superintendent who will then determine if the concern should be addressed by the teacher, division head, etc.
- New members were encouraged to read the narrative of the budget for an overview of the property taxes, tax caps, etc., and to use that document as a reference. Copies of *Essentials of Illinois School Finance* will be provided to the new members.
- The tax levy is set in December for the following calendar year, so the first installment will arrive on that tax levy in March. The second installment comes in July and August and takes over in the following year. The Tax Levy is based on CPI from the prior calendar year.
- While the District is not required to do an amended budget, it does to see if revenues and expenditures were as anticipated. With regard to the 5-year enrollment projections, the members were directed to the Ehlers report. In 2020-21, enrollment is expected to increase to 3900. The trend beyond that time is unknown.
- The District's 5-year projection model includes classroom teachers only, not non-instructional FTE. Discussion ensued about the fund balance and the District's plan not to allow it to go below the 40% target and then to go for a referendum to get back to the 75% target.
- While all checks are approved by the Board of Education, the District has been given permission/authority to write checks for its regular operations before having to the Board of Education. An extraordinary expense would be brought to the Board of Education, however. Contracts under \$25000, do not need Board of Education approval.

- The Board of Education approves new course proposals, textbooks, and graduation requirements of students.
- The District provides support programs (wraparound services), in reading, math, and academic learning programs for credit recovery, (Brigham Young online, Ombudsman, and HARBOR Academy). The District is exploring other avenues as well. The District is working with Triton on dual credit courses.
- Student achievement indicators will change because of the expiration of different tests and new tests being taken, i.e., PARCC. The District is digging deeper into data with its new data warehouse tool.
- In 2014, professional development focused on the core things to know.
- The District has moved to a residency verification process for all which has diminished the number of residency cases. It is a fiduciary responsibility to the taxpayers of River Forest and Oak Park.
- For the last two years, PTAC has not made any recommendations to change the Code of Conduct. At OPRFHS if a student is expelled, the expulsion is held in abeyance and the student is placed off-campus.
- All students who are part of activities receive a copy of the Athletic Handbook, which contains a code of conduct for athletes.
- OPRFHS has five bargaining units: Faculty Senate, Classified Personnel Association, Buildings and Grounds, and Food Nutritional Services.
- The District receives communications from the Illinois Association of School Boards (IASB), ED-RED, a lobbyist organization for schools in this area. Board members are liaisons to these organizations.
- OPRFHS has a Parent Handbook.
- Huskie Email goes out every Friday.
- The 1:1 model will be increased next year and the District is purchasing more Chromebooks for PARCC testing.
- OPRFHS is a member of the Northwest Personnel Association (NWP), which has a membership of 20 schools in the area. The Hay Group is using NWP in looking at salary structures, compensations and comparators.
- Important issues going forward are the pool, parking, fiscal restraint, financing looking at the projection models, facilities, and the documentary film.

Assessment

One of the members noted that the overview was helpful.

Adjournment

At 7:25 p.m., Mr. Weissglass moved to adjourn the meeting; seconded by Mr. Arkin. A voice vote resulted in all ayes. Motion carried.

Jeff Weissglass
President

Sara Dixon Spivy
Secretary

Submitted by Gail Kalmerton
Clerk of the Board