

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

Policy, Evaluation, and Goals Meeting
Tuesday, September 12, 2013

A Policy Evaluation & Goals Committee meeting was held on Tuesday, September 12, 2013. Dr. Moore called the meeting to order at 5:12 p.m. in the Board Room. Committee members present were Thomas F. Cofsky, Dr. Jackie Moore, and Sharon Patchak-Layman. Also present were Dr. Steven T. Isoye, Superintendent; 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.

V Visitors: Board of Education members Dr. Ralph Lee and Thomas F. Cofsky; Mr. Altenburg, Chief Financial Officer; Julie Frey, OPRFHS Math Division Head; and Terry Dean of the *Wednesday Journal*.

Visitor Comments

None

Future Committee Dates

It was the consensus of the committee members to schedule the Policy, Evaluation, and Goals Committee meetings on the Tuesday prior to the regular Board of Education meeting immediately following the Instruction Committee meeting or 7:30 p.m.

Board of Education Goals

Governance Goals

Discussion ensued with regard to the Board of Education's governance goal and whether committee members should recommend to the full Board of Education any general statements or actions that would help define 5. a. and b. relative to its accountability. Dr. Moore noted that the Board of Education had talked about its efficiencies and conduct in relaying information and trusting that information would be brought to the broader group, and not necessarily at meetings. It seemed that long board meetings were indicators of Board of Education micromanaging, low board trust and inefficiency. Ms. Patchak-Layman disagreed that the length of a board meeting was a qualifier of a good board. She also felt that the governance work was not just about setting policy but also recognizing other aspects, i.e., the rules and regulations, etc.

Discussion continued about what 5.a. would look like and what work would the Board of Education need to do. The following were suggested.

Action Steps

- 1) Develop guidelines of roles and responsibilities
- 2) Determine board calendar
- 3) Develop how the committees will feed into the Board of Education as a whole. Develop committee procedures
- 4) Put reports on the Instruction, HR, Finance, part regulatory and other reports on committee calendars and what actions the Board of Education must take.
- 5) Define the Board of Education's role and implementation of the Strategic Plan.

The administration was in the process of distilling its working calendar that is used to prepare agendas in order to provide one for the Board of Education to use that would identify the higher level decisions it must make.

A question arose about where and how Board of Education policies would fit into its work. Some boards reference each of their agenda items by policy so that they know why they are discussing it and in other boards there are no references to policies. The discussion of referencing policies within reports will be discussed at the October PEG meeting.

Policies for First Reading

Policy 2:105, Ethics and Gift Ban

This policy was presented due to suggestions made by the Illinois Association of School Boards (IASB) and it was vetted through the District's attorney. The administration recommended that it be presented to the Board of Education at its regular September meeting for first reading. The full Committee supported the Board of Education approving this policy for first reading at its regular September meeting.

Policy 2:120, Board Member Development

This policy was presented due to suggestions made by the (IASB) and it was vetted through the District's attorney. The administration recommended that it be presented to the Board of Education at its regular September meeting for first reading. The full Committee supported the Board of Education approving this policy for first reading at its regular September meeting.

Policy 4119, Nepotism

Policy 4119, Nepotism, was in the old policy manual. During the transition to the new manual, it was missing. Policy 4119 prohibits hiring relatives that would be in a subordinate role to another relative. IASB had sent language that it gives to schools looking to adopt a nepotism policy; however, it does not usually recommend such a policy, because this should be part of good hiring practices. Attorney review suggested that OPRFHS keep its old policy with a few amendments. Ms. Patchak-Layman noted that the original reason for having a policy was that it would alleviate children of employees having an advantage, even with student jobs. The full Committee supported the Board of Education approving this policy for first reading at its regular September meeting.

Policy 4:50, Payment Procedures

Policy 4:50 indicates that all bills must be approved by the Board for payment. Bills will be paid after receiving a Board order. This language requires the administration to bring all bills to the regular Board meeting and to schedule a Special Board meeting at another time during the month to process payments in a timely manner. Some boards only approve bills once a month. The amendment would allow the school to pay normal costs, i.e., utility bills, classroom supplies, computer vendors, payroll, tuition of outplaced special education students, etc., without prior Board of Education approval. Things that would not be considered normal would be out-of-state conferences registrations, construction costs, or anything related to an unapproved contract. The Board of Education would receive a list of items paid. The full Committee supported the Board of Education approving this policy for first reading at its regular September meeting.

Policy 6:120, Education of Children with Disabilities

This policy was presented due to changes in legal references made by the Illinois Association of School Boards. The administration recommended that it be presented to the Board of Education at its regular September meeting for first reading. The full Committee supported the Board of Education approving this policy for first reading at its regular September meeting.

Policy 7:230, Misconduct by Students with Disabilities

This policy was presented due to changes in legal references made by the Illinois Association of School Boards. The administration recommended that it be presented to the Board of Education at its regular September meeting for first reading. The full Committee recommended that this policy be moved forward for first reading to the Board of Education for approval at its regular September meeting.

Policy Rental Discussion

On March 21, 2012, the Board of Education approved a policy with regards to facility rentals. Specific to Class VII renters, the policy stated that the criteria to define feeder groups would be determined by the Board, no later than June 30, 2013. On April 25, 2013, the Board adopted a new policy manual that was developed through IASB. The new policy is now 8:20, Community Use of School Facilities. The old policy, Policy 1410 is used for procedural purposes. In June of 2013, the Board extended the deadline to define feeder groups to September 2013.

The administration asked the Committee to consider the following criteria.

- 1) The group should be non-profit
- 2) A certain percent of participants must reside in the District
- 3) Feeder groups are athletic
- 4) Connects with the school mission
- 5) Fees charged by the group must be affordable or scholarships must be offered to provide access regardless of financial ability to pay
- 6) Appropriate facilities must be available in the District to support the needs of the Feeder group.

A summary was provided as to what other schools were doing and the documentation was included in the packet.

There was general consensus that the definition of a feeder group should not be limited to just athletics. One member did acknowledge that feeder groups were sports-related and those feeder groups were impacted by the facilities fee and the Board of Education wanted further discussion. It was noted that other non-athletic groups who had already established a relationship with the high school such as Hephzibah and Academy of Movement and Music offered no input as these were one-time activities, not repeats, as were athletics.

One member felt the high school should not limit feeder groups if they fulfill all of the requirements of being at the school. If there were two distinct groups working on basketball, the high school should not choose one to be the feeder group. If organizations provide the same athletic activity, they should be able to use the facilities and there should not be any other criteria used or have a limit of one team per grade. How this is managed should be part of the procedures and access should be limited to the resources the high school has, i.e., strike "limitations" noting that there are finite resources.

With regard to fees, a question arose about affordability for students. The question was asked as to how the school would check to see that scholarships were offered to someone who wanted to be on a team and could not afford it. The fees charged by the feeder groups, depending on the program, can range from \$50 to \$1,000 and the \$10 per participant fee would be insignificant. If there is not limitation on the feeder group, it diminishes the fee part. The reverse side is that it becomes a closed group.

There was a question about affordability and scholarships (Page 2, Class VII, Item 5) or if scholarships were something the District could ask of the feeder groups. Ms. Patchak-Layman suggested that wording be added that the feeder groups needed to show proof.

The full Committee supported the Board of Education discussing this policy and approving it at its regular September meeting.

Adjournment

Dr. Moore moved to adjourn the meeting at 6:18 p.m.; seconded by Ms. Patchak-Layman. A voice vote resulted in all ayes. Motion carried.

Dr. Jackie Moore
Secretary