

July 14, 2016

A special meeting of the Board of Education of the Oak Park and River Forest High School was held on Thursday, July 14, 2016, in the Board Room of the high school.

- Call to Order** President Weissglass called the meeting to order at 6:09 p.m. A roll call indicated the following members were present: Fred Arkin, Jennifer Cassell, Thomas F. Cofsky, Dr. Steve Gevinson, Dr. Jackie Moore, Sara Dixon Spivy, and Jeff Weissglass. Also in attendance was Dr. Joylynn Pruitt, Interim Superintendent; Tod Altenburg, Chief School Business Official; and Gail Kalmerton, Executive Assistant/Clerk of the Board.
- Visitors** Dr. Anne Noland, Dr. Ronald Barnes, and Dr. Phil Earnhardt of BWP
- Public Comments** No comments
- Closed Session** At 6:10 p.m. 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 Dr. Moore. A roll call vote resulted in all ayes. Motion carried.
- At 6:40 p.m. the Board of Education resumed the open session.
- Check Disbursements and Financial Resolutions dated July 14, 2016** Mr. Weissglass moved to approve the Check Disbursements and Financial Resolutions dated July 14, 2016; seconded by Cofsky. A roll call vote resulted in all ayes. Motion carried.
- Treasurer's Report** Mr. Weissglass moved to approve the Treasurer's Report; seconded by Mr. Arkin. A roll call vote resulted in all ayes. Motion carried.
- Monthly Financials** Mr. Weissglass moved to approve the Monthly Financials; seconded by Dr. Moore. A roll call vote resulted in all ayes. Motion carried.
- Update on Board Governance** Mr. Weissglass reiterated the four things discussed at the Board of Education's governance retreat: 1) Committee Structure; 2) Strategic Plan and Goal Setting Retreat; 3) Communications and Expectation Workshop; and 4) Liaison changes for next year. The Board of Education will be asked for their preference as far as Board of Education liaison assignments. In August, the Instruction, Policy, Evaluation and Goals, and Finance Committees will become Committee of the Whole. The chairs will remain status quo, and they will continue to work with the appropriate administrators on creating the agendas. The Committee of the Whole

will give flexibility on conferring with other Board of Education members. A suggestion was made to include times on the agenda. If a Special Board Meeting needs to be scheduled on the night of the Committee of the Whole meeting, it following this meeting. The Committee of the Whole meetings will start at 6:30 p.m.

A Special Board Meeting will be held on August 16 at 6:30 p.m. for the sole purpose of discussing the pool. The Committee of the Whole meeting will be scheduled for August 17 followed by another Special Board Meeting.

Strategic Plan Work Dr. Pruitt reported that the Special Board meeting scheduled for September 24 will be a discussion of the Strategic Plan and the Board of Education goals. The purpose will be to align the matrix and the rationale, determine the roles and establish a baseline. The Board of Education's goals will be discussed as well, including that of communication. A work session meeting will be scheduled to make a decision on next steps based on the areas identified in the Board's self-evaluation.

Contract for Speech Services Mr. Weissglass moved to approve the Contract for Speech Services, as presented; seconded by Mr. Arkin. A roll call vote resulted in all ayes. Motion carried.

Note: the procurement process was used in the sourcing of the new vendor. Health Pro is included under the umbrella of Therapeutics; two different charges for two different services.

Personnel Recommendations Mr. Weissglass moved to approve the personnel recommendations including retirement change, stipends, and nonaffiliated compensation, as presented with the removal of the retirement item; seconded by Dr. Moore. A roll call vote resulted in all ayes. Motion carried.

Superintendent Search Representatives from BWP reviewed the search process with the Board of Education, including the timeline, and posting of the position on BWP website on August 1, 2016 and the AASA, NABSE, ALAS websites, as well. An ad will be placed in *Education Week*. No more than \$2,000 was anticipated for advertising. Advertising in national papers is very expensive and not very fruitful. BWP is doing much recruiting through the networks it has of successful superintendents and leaders across the country. BWP will actively make phone calls after the desired leadership profile is determined for this community via focus groups. Participants of focus groups can provide names of who to contact as well. BWP will interview each of the Board of Education members individually for 30 minutes and other groups for 45 minutes. Focus groups will be scheduled August 29 and run by the four consultants, starting around 11 a.m. through the evening. An online survey will also be available. The results of the focus groups and the survey will be presented at the September 22, 2016, Board of Education meeting and the Board of Education will be asked for a consensus to go forward.

Dr. Pruitt will excuse herself from that conversation. The profile will be available for publishing on the school's website. The application period is from August 15 through October 15.

All four consultants will meet personally with the candidates. It was the consensus of the Board of Education to keep the process confidential so that the pool of quality candidates is enhanced. The community has input into the profile, and that is provided to the Board of Education to help it make a decision. One question that will be asked of the candidates is whether they have had the experience of going for a referendum.

The timeline is as follows:

October 25 - Special Board Meeting for presenting the candidate names

October 26, November 1 and November 2 - Special Board Meetings for interviews

The following groups would be invited to the focus groups: cross-section of students, faculty, community leaders and members, parent groups, union representatives, governmental groups, other sender schools, clergy, youth servicing agencies, library, fire and police officials, former Board of Education members, park districts, Triton, River Forest Service Club, etc. Consideration should be given to holding a meeting in River Forest.

Contact for BWP during this process will be Mr. Weissglass, Ms. Sullivan, and Ms. Kalmerton.

Board of Education members reviewed the draft of the announcement of the vacancy and posting. Additional comments will be sent to Ms. Weissglass and a copy to Ms. Kalmerton.

Board of Education members wanted cultural competency included on the profile list.

Board of Education members will have their private drop boxes. Typically BWP will interview 12 candidates and submit six or seven candidates to the Board of Education to interview. Internal candidates are treated the same way as external candidates.

In the applications, the candidates list their current salary. A minimum of \$225,000 will be the salary per the comparison schools. BWP was asked to add Lemont, Argo, Oak Lawn and Evergreen Park to the list of comparisons and to reach out to the HAY Group regarding its recommended salary range.

Discussion ensued regarding the logistics of site visits, which is typical of an open process. Usually, 2 Board of Education members and members of the faculty visit the single finalist's school.

DLT will discuss potential focus group participants.

Adjournment

At 8:50 p.m., Mr. Weissglass moved to adjourn the Special Board Meeting; seconded by Mr. Cofsky. A voice vote resulted in all ayes. Motion carried.

Jeff Weissglass
President

Sara Dixon Spivy
Secretary

Submitted by Gail Kalmerton
Clerk of the Board