

COMMITTEE OF THE WHOLE MEETING
OCTOBER 5, 2009
7:00 p.m.

The meeting was called to order at 7:14 p.m. by Stephen Trotto

Committee Members Present: David Altenburg, Joe Amado, Mike Federico, Melissa Slade, and Stephen Trotto

Committee Members Absent: Daniel Janik, James O'Malley

Administrators Present: Mike Riordan, Superintendent, Rick Hendricks, Asst. Superintendent-Business, Pat Keeley, Principal

Academics, Curriculum & Assessment

- i. Supplemental Educational Services: Status Report**
 - The BOE was presented with a letter and attached documents that were mailed home to families who qualified for Supplemental Educational Services under NCLB.
 - Principal Keeley explained that under the law, and as a result of OLCHS not making AYP, students designated as economically disadvantaged qualify for these tutorial services.
 - Parents will have until October 25th to respond and take advantage of this program.
- ii. E-Report Card Data Presentation**
 - The 2009 OLCHS e-Report Card was shared with the BOE. This will be made available to the public at our school web page.
 - Principal Keeley highlighted some key data points regarding test performance by our students, identifying comparisons of OLCHS subgroup students with those of the state of Illinois.
 - Principal Keeley presented longitudinal data regarding the data sets in the e-Report Card, demonstrating trends in student demographics, class size, test scores, and other pertinent areas.
- iii. Enrollment Report**
 - The BOE was presented with the September 30th enrollment figures for 2009, along with historical enrollment data dating back to 1960.
 - Superintendent Riordan explained that enrollment increases can be accounted for due to a number of factors, such as transfers from parochial schools, and move-ins to the district from both other suburbs and the City of Chicago.
 - Superintendent Riordan pointed out that if the enrollment trend continues on the trajectory demonstrated in recent years, the district will need to increase teaching staff in order to maintain our current average class sizes.

Personnel

- i. Staffing Update**
 - Principal Keeley informed the BOE of the recent coaching hires in softball and baseball. Current positions yet to be filled include assistant boys swimming, assistant boys track, and assistant girls track.
 - Principal Keeley informed the BOE of the process and timeline that will be implemented to fill the maternity leave vacancy anticipated for 2nd semester in the English Department.
 - Principal Keeley notified the BOE that we will not be increasing our ESL teaching staff. An analysis of our ESL student population determined that we have not met the legal threshold requiring OLCHS to offer core academic classes in a native

- o language.
- o The BOE was notified that our Student Resource Officer has submitted a verbal intent to retire from the position. The administration will discuss future options for this program and report to the BOE next month.
- ii. **New Position: Director of Institutional Advancement**
 - o Superintendent Riordan presented a draft job description and vacancy notices for a proposed new administrative position, Director of Institutional Advancement.
 - o Some members of the BOE questioned the need for this position and suggested that current administrators can perform these job tasks.
 - o Further conversation about employee performance was requested for a closed session discussion.
 - o Some members of the BOE requested additional information about other public schools who have implemented such a program and the level of success experienced at those schools.
 - o Dr. Riordan will continue to investigate and report back to the BOE next month.

Building & Grounds

- i. **Summary of B&G Work Performed and Planned for Fall 2009**
 - o Assistant Superintendent Hendricks summarized the work projects that have been or will be performed for the Fall of 2009. These include:
 - Replacement of ceiling tiles in the 2nd floor north hallway that were damaged by the recent fire in the boys' washroom. Additionally, these two washrooms will have doors installed and will be converted into staff washrooms. Insurance is expected to cover the cost of this work, which is estimated at \$3200.
 - Installation of a washroom in the upper pool locker room, currently used by the girls' basketball program. This job is near complete. A contract of approximately \$9950 was expended to perform the rough plumbing for this work, with an approximate \$1500 expended on additional materials.
 - Installation of new exterior doors at the southwest end of the building. Anticipated cost for this project is \$7500.
 - Quotes were received regarding the painting of the SW Hwy overpass. A previous quote of \$30,000 was compared with recent quotes of \$90,000 and \$175,000.
 - The Village of Oak Lawn was not awarded the federal grant that was to be used to install upgraded security cameras. However, the vendor for this project is making revisions that may allow us to perform some of this work within our budget limitations. We are awaiting this revised proposal and will address with the BOE at a later date. We have \$75,000 allocated for this purpose in the 09-10 budget.
 - Recent improvement work was performed on the stadium sound system due to damage from improper use. The cost of this repair was approximately \$1000.
 - Significant damage to the stadium turf occurred over the past week due to heavy rain and usage. Work to repair the turf will need to occur after the fall season.
- ii. **Clearwire Land Lease Proposal: Status Report**
 - o Discussion on this topic was delayed until the end of the meeting for closed session.
- iii. **Athletics Locker Room Usage Report**
 - o The BOE received a report of where our athletic programs used lockers.
 - o With the new improvements to the upper pool locker room, additional girls

- o programs will be assigned to this area in the fall and spring.
- o Members of the BOE expressed concern about students being required to change in washrooms and not having access to locker rooms. The administration will explore other options for these programs.

Policies, Procedures & Legal Matters

- i. **Review of Specific OLCHS BOE Policies**
 - a. **2:70 Vacancies on the Board of Education**
 - Dr. Riordan explained the process, as per BOE policy, for the filling of a vacancy on the BOE.
 - b. **4:60 Purchases**
 - The specific language and interpretation of this policy was discussed.
 - Members of the BOE expressed concern about the manipulation of job costs that would have the appearance of impropriety when they are slightly under the \$10,000 threshold requiring a bid processing.
 - Dr. Riordan proposed that the BOE consider modification to this policy to be aligned with current school code, which establishes a \$50,000 threshold for construction contracts that require a bid processing. Future discussion will be scheduled on this topic.
 - c. **7:60 Residence**
 - Dr. Riordan reviewed the district policy on residency.
 - Members of the Board suggested that policy and publications emphasize the law indicating that it is a criminal act to falsify documents used for establishing school district residency.
 - d. **6:140 Education of Homeless Children**
 - Dr. Riordan reviewed the district policy on residency.

Finance & Educational Funding

- i. **Tax Complaint Intervention Proposal**
 - o Mr. Hendricks presented a draft resolution establishing an agreement with school district #122 regarding the intervention with tax appeals submitted to circuit court.
 - o Members of the BOE requested that the language in the resolution be modified to require BOE approval instead of consultation when determining which appeals warrant intervention.
 - o The administration will make these modifications and will present to the BOE for approval at the regular October meeting.

Public Relations, Extracurricular & Special Events

- i. **Student Athletics/Activities Participation: Longitudinal Analysis Report**
 - o Dr. Riordan reported to the BOE that a study is being conducted to review the longitudinal participation of students across our extracurricular programs.
 - o A focus of the study will be to determine if decrease student participation occurs within an acceptable levels, and what may be done to stem this loss of participants, if a problem is identified.
 - o A follow up report is anticipated within the next two months.
- ii. **Facility Use Requests: Simmons Middle School; Spartan Youth Wrestling; OL Baseball Amendment**
 - o Discussion on this topic was delayed until the end of the meeting for closed session.
- iii. **Annual Report Document: Proposal to Eliminate**
 - o Dr. Riordan proposed and provided rationale for the discontinuation of the Annual Report.

- BOE members requested that in lieu of sending out the report, a post card be sent to all district postal patrons to inform them that information about the school district is available on the district web site.
- iv. **Memorandum of Agreement: OLCBS & CCDPH**
- Dr. Riordan shared a correspondence with district legal counsel regarding the proposed MOA between OLCBS and the Cook County Department of Public Health regarding the implementation of a student vaccination program at OLCBS.
 - A copy of the MOA was also provided and discussed.
 - The BOE gave consent to participate in the program. Formal approval of the agreement will be sought from the BOE at the regular October meeting.

Strategic Planning Session: Projected Revenues & Budgeting Analysis

- Dr. Riordan gave a presentation that delineated the current and projected district revenues. The recent data that we received from Cook County indicated that we will be receiving approximately \$600,000 more in local revenue for the 09-10 budget year.
- However, the revenue projection for the 10-11 budget year indicated that we will receive little or no increased revenue. Revenues beyond this point are anticipated to grow at an approximate 3% annual rate, given the current set of assumptions.
- Expenditures are anticipated to grow at approximately 4.5% per year, given the current set of assumptions.
- The administration will revisit the district's borrowing options in light of the projected budget deficits and provide the BOE with possible scenarios to conduct physical improvements to the campus, generate additional revenue streams for the district, and/or reduce the rate of expense increases.

Motion to go into closed session for the purpose of discussing the performance of employees and lease agreements made by Trotto, seconded by Amado. Motion passed 5-0

Entered closed session at 10:07 p.m.

Performance of District Employees

- The job performance and duties of specific employees was discussed, as related to the proposed new administrative position, Director of Institutional Advancement.

Clearwire Land Lease Proposal

- Negotiations between the district and Clearwire are ongoing. The BOE was updated with the status of this process.

Facility Use Rentals

- The terms and conditions of requested facility use from Simmons Middle School, the OL Spartan Wrestling Club, and OL Baseball were discussed.

Returned to open session at 11:29 p.m.

The meeting adjourned at 11:29 p.m.

**The Next Regular Committee of the Whole Meeting is on
Monday, November 2, 2009 @ 7:00 p.m.**