

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING, SEPTEMBER 12, 2023

The meeting of the Board of Education, School District 123, Cook County, Illinois, convened at 7:00 p.m. on Tuesday, September 12, 2023 at Hannum School, 9800 S. Tripp Avenue, Oak Lawn, IL 60453.

Members Present: Carly Bishop, Peter DeRousse, Adriana Sebek, Ed Smykowski, Jennifer Fortier, Jay Lurquin and Brian Nichols.

Members Absent: None

Administrators Present: Dr. Enderle, Dr. Gavin, Dr. Loftin, Dr. Macchia, Mrs. Blissett, Dr. Spreitzer and Mr. Cassidy.

The Pledge of Allegiance was said.

Mrs. Misner read the Mission Statement.

Public Comment President Nichols stated that citizen comments were allowed to address the Board. Public comment would be limited to 30 minutes with each person being limited to five minutes.

- There were no comments at this time.

Discussion I: Strategic Planning process
Laurie Kimbrel and Rick Nogol of Hazard Young Attea Associates (HYA) gave a presentation regarding their strategic plan consulting. HYA has been in business for 35 years. They bring together local knowledge with nationally accepted practices. If selected, D123 would work with Rick Nogol, former school board president at both the high school and elementary school level, and Dr. Jim Gay, former school superintendent. Within the last 18 months, HYA has worked with area districts such as Elmhurst district 205, Kirby School District 140, Minooka District 201, School District 93 and Avoca School District 37. HYA prides themselves with being on time and on budget.

HYA uses a four-phase process including organizational readiness; inclusive engagement; focus on the future; and implement and evaluate. Organizational readiness may include introduction meeting; workshop sessions; board study sessions; and a communication toolkit. Inclusive engagement may include individual interviews; focus groups; community forum and survey; an environmental scan; and data analysis and reports. Focus on the future may include review of data reports and root cause analysis; development of the portrait of the graduate; development of strategic plan components; and school board input and approval. Implement and evaluate may include district level implementation plans; alignment of school improvement plans; development of strategic indicators and benchmarks; and the strategic dashboard. HYA focuses on systemic alignment.

It was confirmed that the dashboard would be available for up to one year. It was asked if this was an all or nothing plan or if the Board could pick and choose services. Mr. Nogol confirmed that there is a menu of services to choose from. It was confirmed that the current plan would be used as a springboard.

Discussion II: Future Debt Restructuring – Dr. Loftin and Tammy Beckworth Shalno, PMA
PMA is the district financial advisor. The district's principal is due on December 1st of each year except for the final payment on the 2007A Bonds which is due June 1, 2027. While this payment occurs in a different levy cycle, it results in two payments in a single fiscal year. In addition, the June 1st payment is due before the second property tax installment is received which will disrupt the property tax allocations in the 2027 fiscal year. In a review of the debt service by fiscal year, there will be a jump of about \$1,000,000 in FY25 to about \$7,000,000. In FY27, there will be a large jump to about \$15,000,000. Due to the unpredictability of property tax collection in Cook County, and the amount the district has in reserves, PMA has looked into restructuring the future debt. If the district restructures the debt out by two years, this will keep the debt stable through FY2028 and add two lower payments in FY2029 and FY2030. Without restructuring, if the district decides to maintain the B&I levy, it will need to use \$5.7 million of operating funds the next four years in the aggregate to abate debt service. By restructuring, the district will increase the total amount by \$2 million but will keep the homeowners tax bill flat. It was requested to get information on the numbers if the district restructures for one additional year instead of two.

Discussion III: Strategic Planning Process
Dr. Joseph Porto of JMP Consulting gave a presentation regarding his strategic plan consulting. Dr. Porto is a retired superintendent, consultant, university professor and executive search firm partner. His consulting began in 2011. Dr. Porto has worked with D123 in performing searches for multiple principal and central office positions, so he understands D123. Dr. Porto stated that the district cannot go wrong with the consulting firms available. The Board needs to determine who will be the best fit for this district.

Dr. Porto reviewed his planning model. 2-3 weeks prior to first the first session will be pre-planning and data collection (including stakeholder survey and focus groups). His planning process includes four evening sessions that run from 6:00-9:00, one session per week for four weeks. A mission/beliefs subcommittee meets twice between sessions. The four session topics include: session 1 – process overview, overview of Good to Great by Jim Collins, and mission and beliefs; session 2 – current reality and gap analysis; session 3 – themes and goals; and session 4 – greatness indicators and measurement.

Dr. Porto recommended a three-year plan with four years to complete. Dr. Porto discussed the portrait of a graduate vs. the strategic plan. Dr. Porto has worked with districts to create the Portrait of a Graduate and can work with D123 to simultaneously create the Portrait of a Graduate and the Strategic Plan. Strategic Plans with Dr. Porto are concise usually about three pages.

Discussion IV: District 123 Early Learning Center Renovation: Timeline and Process

Leo Cassidy reviewed the early plans for the Early Learning Center Renovation. It is recommended to have an extension of the front entrance way to distinguish the school from the district office. A Family Resource Center can be added to the east of the entrance with glass walls. The walls would introduce light to the building and be a continuation of the existing look to the building (the district office has glass walls at the north entrance of the building). Mr. Cassidy reviewed the reorganization of space to include an I.E.P. conference room and office space. It was confirmed that the Family Resource Center will not be used as classroom space. The safety of the glass walls was questioned, and it was asked if the police can be asked their recommendation from a safety point of view. It was also asked if a bathroom could be added to the Family Resource Center.

Mr. Cassidy reviewed the classroom space and noted the office space for social workers, speech pathologists, psychologists, and occupational and physical therapists. There will be ten classrooms which will include cubbies for coats, sinks with multiple faucets and white boards. While the architect included new flooring in the drawings, it was noted that the current flooring is in good shape and may remain for cost savings.

The building has a courtyard which can include a play space surrounded by a track for tricycle purposes. A bathroom will be installed at the entry for the courtyard. There also will be a pavilion area which is still being planned out. The courtyard is fully fenced.

The district is working with the Oak Lawn Park District for land to create a driveway area to the south of the building off Keeler Avenue. Cars would head west off Keeler at the south of the building and turn north for pick-up and drop-offs. The pick-up and drop-off process would mean cars would pull in and children would be dropped off/picked up on the west side of the building. Parents would stay in their cars and staff would assist the children getting in and out of cars. Parents would then exit onto 93rd street. There will not be space for parents to park their cars and exit their cars so the process will have to be implemented consistently. It was confirmed that the building will need to have crossing guards assigned to assist with traffic.

It was noted that the north entrance to the district office will be changed to an emergency exit so that the south entrance is the only entrance. This will help distinguish district office from the school. The south entrance will be updated for safety purposes and some offices will be rearranged. The training center in district office will be changed to offices and a conference center will be created closer to the garage and used by both the district office staff and the early learning center staff.

It was confirmed that the grant is \$4.7 million. The Board wants to ensure the costs do not exceed the grant.

It was noted that there will be ten half-day programs. There will most likely still be a waiting list, but this will help to ensure that four-year olds are not on the waiting list.

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Discussion V:

District 123 Vehicle Replacement


Mr. Cassidy reviewed the district vehicle replacement plan. The district currently has three vehicles which are up to 20 years old. The cost to maintain those vehicles is increasing. Administration would like to purchase four additional vehicles to replace the three aging vehicles. The district has an additional maintenance staff employee which accounts for the additional vehicle. The cost will be approximately \$194,000. It was confirmed that the vehicles are not brought home by staff but are left in district. It was confirmed that the vehicles would have the standard manufacturer warranty. Administration will look into how the new vehicles will increase district insurance.

Board Comments:

There were no comments at this time.

Adjourned – 10:09 p.m.

The next regular meeting of the Board of Education will be held on September 25, 2023 at the Oak Lawn Hometown Middle School, 5345 W. 99th Street, Oak Lawn, Illinois.



Secretary



President