

**MINUTES OF A REGULAR MEETING AND WORKSHOP
OF THE BOARD OF EDUCATION
CITY OF LAKE FOREST SCHOOL DISTRICT 67
October 25, 2016**

CALL TO ORDER AND ROLL CALL

The regular meeting of the Board of Education was held at Cherokee School, 475 East Cherokee Road and called to order at 5:17 p.m. by Mr. Borkowski.

Board members present at roll call were:

Jeff Folker, Member	Suzanne Sands, Member
Mike Borkowski, President	Rob Lemke, Member
Beth Clemmensen, Vice President	Kent Novit, Member
Tom Ford, Member	

Absent:

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO

Also Present: Eileen Faller, Board Clerk

RECESS REGULAR MEETING:

Mr. Borkowski asked for a motion to recess the regular meeting until the close of the Board Workshop.

MOTION: Mrs. Sands moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, recess the regular meeting until the close of the Board Workshop.

On voice vote motion carried.

BOARD WORKSHOP:

Mr. Simeck and Mrs. Jenkins gave the Board an overview of the 2016-2017 Strategic Plan, the Board discussed District priorities including the Haskins Center, Cherokee, Sheridan and Everett vestibules, the Deer Path East office renovation, nurse's space and vestibules, the Deer Path West vestibules, proposals for the Sheridan and Cherokee playgrounds, K-8 Furniture, and a Master Facility Plan.

PUBLIC PARTICIPATION:

None

ADJOURN BOARD WORKSHOP:

MOTION: Mr. Novit moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the Board Workshop at 6:57 p.m.

On voice vote motion carried

RE-OPEN REGULAR MEETING:

Mr. Borkowski called back to order the regular meeting of the Lake Forest School District 67 Board of Education, Lake Forest, Illinois, at 7:03 p.m.

Board members present at roll call were:

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| Mike Borkowski, President | Tom Ford, Member |
| Jeff Folker, Member | Beth Clemmensen, Vice President |
| Kent Novit, Member | Suzanne Sands, Member |
| Rob Lemke, Member | |

Absent:

Administration Present:

- Mr. Michael Simeck, Superintendent
- Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO

Staff Present: Eileen Faller, Board Clerk

Guests who signed in: Dez Witte, Cherokee Liaison, Melissa DeWitte, Champions

PRESIDENT’S REPORT

Mr. Borkowski stated that one of the Board’s goals was to increase community engagement with the idea of taking the Board meetings ‘on-the-road’ and visit each school. Mr. Borkowski welcomed everyone to Cherokee School. November is National Principals’ month in the state of Illinois so the Board used the opportunity to formally thank the Principals for their awesome work. Being an effective Principal is no small task, they set the academic tone for their school and work collaboratively with teachers to create high curriculum standards. They set and execute performance goals for the schools to achieve educational excellence. Principals are expected to be educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, public relations experts, budget analysts , facility managers, special program managers as well as being entrusted with the education and development of the organizations most valuable asset, the students. On behalf of the Board Mr. Borkowski thanked Renee DeVore, Tom Cardamone, Michelle Shinn, Angela Sopko and Jeff McHugh for all they do.

SUPERINTENDENT'S REPORT

Mr. Simeck gave a brief update on Cherokee and stated that the District had found small areas of mold in the building. The air has been tested, cleaning has been done, actions have been taken in a long and tedious process to make sure everything is done. Weather permitting there will be an additional follow-up and a final report from Camplin Environmental Services. Mr. Simeck thanked Mr. McHugh and the maintenance staff for their hard work on addressing the situation.

Mr. Simeck reported that Parent-Teacher conferences would take place on October 27 and 28 and encouraged parents to meet with their teachers. A showing of Screenagers is scheduled for November 9 at the Gorton Center. A panel of speakers will be present including Judi Epcke from District 67 and the Student Resource Officer in partnership with LEAD on student and family balance. On January 18 there will be a presentation on the book "Most Likely to Succeed" by Tony Wagner. The District appreciates the partnership with LEAD.

PUBLIC PARTICIPATION

Mr. Paul Markoff, resident, asked for clarification on Policy 7:270, that the Board decided not to adopt, regarding the school District having a supply of undesignated Opioid Antagonists.

REPORTS

Mr. Simeck gave a brief overview of the District's Strategic Plan and stated that the report in its entirety is in the Public Board packet on the website. Mr. Simeck highlighted specific items including striving to have all students meeting or exceeding their individual growth target range. This is a new goal for the District this year that will be measured year after year. The District has been discussing social and emotional growth for students for some time. This year there are two objectives, defining what social and emotional wellbeing is for the District, what the standards will be, and creating a reporting mechanism. Mr. Simeck stated that every student has benefitted from the teachers spending four days at a Lucy Calkins workshop that relates to implementing 'a readers workshop model' that is very individualized and tailored to the student's interests and abilities.

BOARD COMMITTEES

Board Education Committee – Beth Clemmensen, Jeff Folker, Suzanne Sands
The Education Committee met on October 5. The Committee reviewed annual goals. Mrs. Epcke provided an update on the Haskins project, classroom transformations, and learning spaces, showing classroom photographs from around the District. In some cases the furniture is outdated and inadequate. The Learning Spaces Committee will work with vendors to gain prototypes and Mrs. Epcke will update the Education Committee once a timeline is developed.

Susan Milsk presented the Committee with an overview of where the team is on Inquiry Learning across the District. There have been multiple training sessions for teachers since last spring. To date, approximately 118 teachers have attended

inquiry sessions, including 12 teachers from Cherokee who attended a more advanced session. Three inquiry committees have been formed, one for overall K-8 Inquiry, one for K-4 Social Studies and one for DPM Science.

Significant professional development was conducted against the reading and writing initiatives. A 4-day homegrown reading institute was offered and attended by 73 teachers. 68 participants attended an advanced writing day. Overall, teacher feedback has been very positive regarding the reading and writing curricula. Teachers report that they are seeing strong performances from their students.

The next meeting is scheduled for December 7, 2016, in Seminar A, West Campus, at 8:15 a.m.

Board Finance and Operations Committee – Rob Lemke, Tom Ford, Kent Novit
Dr. Lemke reported that the Finance and Operations Committee met on Tuesday, October 11 at 8:00 a.m. Ms. Hermes reviewed the levy process and used some examples to show the tax burden placed on residents due to the District 67 tax levy. In particular, about 25% of a resident's property tax bill goes to District 67. The Committee then reviewed the district's options regarding the tax levy and debt service.

Ms. Hermes reviewed the Administration's Five-Year Budget, including the key assumptions regarding inflation, enrollment, new construction, and State revenue. Ms. Hermes then showed the committee the projected reserves under two scenarios – (1) the status quo, and (2) a plan that included adding several teaching positions over the next two years as well as undertaking over 2 million dollars of additional/new capital improvements over the next five years. Under that status quo, projected reserves were almost 50% of the annual budget. Under the second plan, projected reserves dip below 10% in year three, but returns to being in the 10 to 15% range by year five, which is in line with Board policy.

The committee asked Ms. Hermes and the Administration to provide some sensitivity analysis regarding projected reserves vis-à-vis the key assumptions to the model. Specifically, the projected numbers in a scenario of very low inflation, less new construction, and less state revenue than we have received recently.

The next Finance and Operations Committee meeting is scheduled for Tuesday, January 17 to primarily discuss the audit.

Board Policy Committee - Jeff Folker, Suzanne Sands, Kent Novit
The Policy Committee had not met.

Compensation Committee – Tom Ford, Rob Lemke, Mike Borkowski
The Compensation Committee had not met. A meeting has been scheduled for November 14, 2016.

Joint Shared Services Committee – Mike Borkowski, Beth Clemmensen
The Joint Shared Services Committee had not met.

Board Operating Procedures Committee

Mr. Folker reported that the Board Operating Procedures Committee had not met. A meeting is scheduled for October 26, 2016.

DISTRICT COMMITTEES

North Suburban Special Education District - Suzanne Sands

Mrs. Sands reported that the NSSED Leadership Council met on October 5, 2016. Prior to the meeting the Leadership Council was invited to visit and tour the new transitions program facility. Dr. Schneider provided an update on the continued transition work. Dr. Schneider spoke about several out of state learning opportunities including an Illinois Executive Briefing at Apple Headquarters attended by two administrators and the annual TASH national disability inclusion conference in St. Louis to which he plans to take a cohort of staff and families. He also introduced the idea of beginning the process of working on a vision, mission and strategic plan for NSSED over the course of the year.

Jim Fitton provided a brief overview of the NSSED revenue sources and explained that the district has a grand total of \$48.7 million, \$14 million (29%) of which is non-operating revenue that consists of flow-through funds deposited into an NSSED account and immediately dispersed to member districts, payments from the State made directly to the teacher retirement system, and revenue from member districts for staffing contracts. Another \$34.7 million (71%) of the NSSED revenue is operating money, of which \$30.6 million is derived from local revenue (program tuitions), \$2.2 million from state sources, and \$1.9 million from federal dollars. A revised Intergovernmental Agreement will be negotiated between NSSED and NSSRA.

Susan Hans provided an update on the training and planning that has been done to further develop and implement an Emergency Operations Plan. The "Crisis Go" app. is also being evaluated.

The Advisory Committee will meet on Monday, October 24 to discuss facility planning and advise next steps. The Sachs Recreation Center Rental Agreement was approved. The Center is utilized to provide physical education activities for students in the transition program.

The Next Leadership Council Meeting is scheduled for November 9, 2016 at 7 p.m.

Legislative Liaison – Beth Clemmensen

Mrs. Clemmensen reported that ED-RED had a fall luncheon on October 7, 2016. The speakers were Dr. Beth Purvis, Secretary of Education for Governor Rauner and three state legislators, representing both parties and actively involved with education reform in the State.

Dr. Purvis discussed her role and priorities for the year. As the Education Secretary she is the key strategy and policy advisor to the Governor. She shared that there are sixteen different state agencies that oversee education from pre-kindergarten through post secondary education, and she acts as a liaison to these agencies.

Dr. Purvis also chairs the Governor's Illinois School Funding Reform committee, a task force looking at more equitable funding formulas with the goal of making a recommendation to the Governor by February. She did stress, however, that revised funding options should not have winners and losers, pitting communities against each other. Dr. Purvis is also working with the P20 Council, a public/private partnership group, looking to identify ways the private sector can help improve education.

The legislators spoke mostly about their work on the Every Student Succeeds Act. They believe this is the most sweeping piece of legislation impacting education in quite some time. The State is working toward submitting its implementation plan for ESSA by May at the latest. In addition to ESSA their key focus areas for discussion this year include: evidence-based funding, shifting pension costs to the local school districts, freezing property taxes, and funding reforms. District 67 will continue to stay involved on key issues.

Spirit of 67 Foundation – Suzanne Sands

Mrs. Sands reported that the Spirit of 67 Foundation had not met but advised that over 270 tickets were sold for the Barn Dance and over 130 items were donated and auctioned off in the Online Auction. Together the fall events raised over \$40,000, which will be used to fund grants. Last year a Spirit grant provided three electric violins, one electric cello and an electric bass allowing orchestra students to explore alternative styles, eclectic styles, crossover, and the use of technology within music. This year world-renowned electric violinist Mark Wood is coming to perform a free concert with DPM and LFHS orchestra students on Wednesday, November 2, 2016 at 7:00 p.m., at the LFHS Raymond Moore Auditorium. The Spirit of 67 Foundation is proud to help fund this experience for District 67 6-8 grade Orchestra students. The Opening Doors for Education Home Tour is scheduled for May 4, 2017.

The Spirit of 67 Foundation Board will meet next on November 8, 2016 at 9 a.m. in the West Campus Board Room.

Executive APT – Jeff Folker

Mr. Folker reported that the District 67 Executive APT Board met on Wednesday, October 12 in the Board Room at West Campus.

A Cherokee School back-to-school picnic was held on September 14 at Townline Park. A Spookfest is scheduled for Friday, October 28. The Everett School back-to-school picnic was held on September 14 at the Everett playground. The annual Halloween Party was held on Friday, October 21. The Sheridan School Monster Bash was held on Friday, October 21.

The annual Thanksgiving Food Drive sponsored by the APT begins next week. Food collection will begin on October 31 and run through November 14th. Collection boxes will be available in the lobby of each school. Specific items to be collected will be communicated separately. All details around the Thanksgiving Food Drive will be communicated via Friday Flyers, school, District, and APT websites, sandwich boards, and e-mail blasts. To date 920 families have joined the APT putting the participation rate at 86%. There are a total of 109 duplicate payments that will be refunded to members.

“The Great Presidential Challenge” was presented this past month in all buildings. This game show-style presentation engaged the students in learning more about presidential history and how the process works. An exciting program called “Barrel of Monkeys” was begun this past month with all 4th graders across the District. “Barrel of Monkeys” is a writing curriculum that focuses on facilitating creative expression and is based on research that shows drama games work to improve the quality and consistency of writing and literacy skills and that stimuli provided through pictures, song, movement, and play-acting are essential to child development. Earlier this month, Barrel of Monkeys teaching artists met with each 4th grade classroom for one hour to discuss the writing assignment, performance and writing strategies. The students will continue to work on the pieces with their teachers and then send them to Barrel of Monkeys once they are completed. In December, Barrel of Monkeys will return to perform the student pieces to the entire grade so they will get the chance to see their writing brought to life by real actors.

School-Pak celebrated their 25th anniversary this year and decided to use this occasion as an opportunity to give back to those schools that have been customers for a significant portion of that time. They offered a “25th Anniversary Commission” to select schools based on each school’s sales. District 67 received over \$2,600 as a result of our record School-Pak orders this year. School-Pak will send the money directly to the APT, who will then distribute it to each building APT in relation to their actual sales.

Children’s author, Candace Fleming, will be visiting the elementary buildings in early November. 267 books were purchased by students and will be personalized and delivered on the day of the author’s visit.

The next APT Executive Board meeting will be held on Wednesday, November 9 at West Campus.

PUBLIC PARTICIPATION

None

ACTION ITEMS:

Mr. Borkowski asked for a motion to table items 1,4,5,6,7 and 8 on the agenda pending further information from the administration

Approval to Table 1) Perkins and Will proposal for Deer Path West Haskins Center, 4) Perkins and Will proposal for Deer Path West Vestibules, 5) Perkins and Will proposal for Sheridan Playground, 6) Perkins and Will proposal for Cherokee playground, 7) approval to develop a District-wide Furniture/Classroom Transformation Plan, 8) approval to develop a District 67 Master Facility Plan

MOTION: Mr. Novit moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, table action items; 1) Perkins and Will proposal for Deer Path West Haskins Center, 4) Perkins and Will proposal for Deer Path West Vestibules, 5) Perkins and Will proposal for Sheridan Playground, 6) Perkins and Will proposal for Cherokee playground, 7) approval to develop a District-wide Furniture/Classroom Transformation Plan, 8) approval to develop a District 67 Master Facility Plan

Votes were taken by roll call. Votes were cast as follows:

Ayes: Clemmensen, Folker, Sands, Borkowski, Lemke, Ford, Novit

Nays:

Absent:

The motion carried unanimously.

Approval of Perkins and Will proposal for Schematic Drawings for Cherokee, Sheridan and Everett Vestibules not to exceed \$99,250

MOTION: Mr. Ford moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Perkins and Will proposal for Schematic Drawings for Cherokee, Sheridan and Everett Vestibules not to exceed \$99,250

Votes were taken by roll call. Votes were cast as follows:

Ayes: Lemke, Ford, Folker, Borkowski, Sands,.

Nays: Novit, Clemmensen

Absent:

The motion carried.

Approval of Perkins and Will proposal for Schematic Drawings for Deer Path East Office Renovations, Nurse's Space and Vestibules up to an amount of \$82,200

MOTION: Mr. Ford moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Perkins and Will proposal for Schematic Drawings for Deer Path East Office Renovations, Nurse's Space and Vestibules up to an amount of \$82,200

Votes were taken by roll call. Votes were cast as follows:

Ayes: Borkowski, Lemke, Sands, Ford, Folker

Nays: Clemmensen, Novit

Absent:

The motion carried.

Approval of PRESS Issue 92 – Second Reading

MOTION: Mrs. Sands moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Second Reading of PRESS Issue 92

Votes were taken by roll call. Votes were cast as follows:

Ayes: Ford, Novit, Clemmensen, Sands, Lemke, Borkowski, Folker

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 6:30 Organization of Instruction – Second Reading

MOTION: Mr. Novit moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Second Reading of Policy 6:30 Organization of Instruction

Votes were taken by roll call. Votes were cast as follows:

Ayes: Sands, Lemke, Ford, Folker, Borkowski, Novit, Clemmensen

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 2:60 Board Member Removal from Office – Second Reading

MOTION: Mr. Folker moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Second Reading of Policy 2:60 Board Member Removal from Office

Votes were taken by roll call. Votes were cast as follows:

Ayes: Novit, Lemke, Clemmensen, Borkowski, Sands, Ford, Folker

Nays:

Absent:

The motion carried unanimously.

Approval of 2016-2017 Ad Hoc Compensation Committee Charter

MOTION: Mr. Ford moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the 2016-2017 Ad Hoc Compensation Committee Charter

Votes were taken by roll call. Votes were cast as follows:

Ayes: Borkowski, Lemke, Novit, Ford, Clemmensen, Folker, Sands

Nays:

Absent:

The motion carried unanimously.

Approval of Human Resources Items

MOTION: Mrs. Clemmensen moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Human Resources Items, as presented

Votes were taken by roll call. Votes were cast as follows:

Ayes: Folker, Novit, Clemmensen, Sands, Lemke, Ford, Borkowski

Nays:

Absent:

The motion carried unanimously.

CONSENT AGENDA

Any item may be removed from the consent agenda at the request of a Board Member.

Approval of Disbursements, Payrolls, and Financial Statements for September 2016

Education Fund	\$309,006.61
Building and Maintenance Fund	138,640.05
Debt Service Fund	-
Debt Service Fund - Bond/Interest Wire Pyts	-
Transportation Fund	32,282.27
Capital Projects Fund	517,137.00
Procurement Card Expenses	423,992.39
Insurance Premium Wire Pyts	260,767.20
Direct Deposit Payroll and Taxes	<u>2,469,378.97</u>

Total Expenditures \$4,151,204.49

Approval of Minutes of A Regular Meeting and Workshop, September 27, 2016

Approval of Minutes of An Executive Session, September 27, 2016

Approval of Minutes of A Budget Hearing, September 27, 2016

Approval of A Board Workshop, October 19, 2016

Disposal of Audio Recordings: February 10, 2015

MOTION: Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Consent Agenda items, as presented

Votes were taken by roll call. Votes were cast as follows:

Ayes: Novit, Lemke, Ford, Borkowski, Folker, Clemmensen, Sands

Nays:

Absent:

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA)

NBC Universal, Commercial
One Chance Illinois, Commercial
Dodge Data and Analytics Bidding Team, Commercial
IEANEA, Union

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

Thursday, October 27, 2016	Parent Teacher Conferences – 4:00 p.m. – 8:00 p.m.
Friday, October 28, 2016	Parent Teacher Conferences – No Student Attendance
Friday, November 11, 2016	School Improvement Day – Half Day Student Attendance
Tuesday, November 15, 2016	Board of Education Meeting – 7:00 p.m. West Campus Board Room

ADJOURNMENT

MOTION: Mr. Folker moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest District 67, Lake Forest, Illinois, adjourn the meeting.

On voice vote, motion carried unanimously.

Meeting adjourned at 8:15 p.m.

Kent Novit, Secretary Date