

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF EDUCATION  
LAKE FOREST SCHOOL DISTRICT 67  
September 23, 2014**

**CALL TO ORDER AND ROLL CALL**

The regular meeting of the Board of Education was held at Lake Forest High School West Campus in the Board Room and called to order at 7:25 p.m. by Mr. Andersen.

Board members present at roll call were:

Bill Andersen, President	Lesley Fisher, Vice President
Rick Schuler, Member	Jeff Folker, Member
Mike Borkowski, Member	Rob Lemke, Member
Beth Clemmensen, Member	

Absent:

Administration Present:

Mr. Michael Simeck, Superintendent  
Mr. Allen Albus, Director of Finance/CSBO  
Ms. Jennifer Hermes, Assistant Superintendent of Business and Finance/CSBO  
Mrs. Lauren Fagel, Assistant Superintendent of Curriculum, Instruction, Technology and Assessment  
Dr. Lori Wilcox, Executive Director of Growth, Talent, and Human Relations

Staff Present: Eileen Faller, Board Clerk

Guests Who Signed In: Kathy Ivinjack, Desiree Witte, Suzanne Sands, Holly Matson, APT, Patrick Patt, Resident.

**PRESIDENT'S REPORT**

Mr. Andersen stated that when he became President of the Board he set out two areas of focus: building a Mission and Vision for the District and proper oversight of the District. Mr. Andersen thanked Rick Schuler for his work on the Finance and Operations Committee, Mike Borkowski for his work on the Policy Committee and Beth Clemmensen for the Mission and Vision work. The resulting work has given those charged with running the District tremendous guidance. The only way for the Mission Vision work to see its true potential will be if those who lead the district take it to heart, think of it as a blueprint for the next ten years and dedicate themselves to bringing the community's vision to fruition. It is up to the District, with oversight from the Board, to put the Mission Vision into a meaningful plan that works for the benefit of all the constituencies.

## **SUPERINTENDENT'S REPORT**

Mr. Simeck advised that with the start of the school year there is great buzz in the community about the rankings, one report stating that the District is number two(2) in the state and number twelve in the nation with another report stating that we are number 578 in the nation. Enrollment at Sheridan School is down one student from last year and District wide the numbers are down fifty-one students. Mr. Simeck stated that he is very impressed with the Inspiration Block, inquiry based learning, driven by students and the passion of the staff. In June 55 people reviewed the Mission/Vision/Milestones data and met again in August to review the data and metrics with a lot of the talk being about growth. The Mission Vision Milestones language resonates with people. Mr. Simeck stated that the Everett staff had given Dr. Sapko a warm welcome at the start of the year.

## **PUBLIC PARTICIPATION**

None

## **REPORTS**

### **Inspiration Block**

Mrs. Kelly Jackson gave a presentation on the Inspiration Block and an overview of the format and units of study. Mrs. Jackson stated that the Board of Education had approved a two-year pilot for Cherokee Elementary School in May 2014. Students in Kindergarten, Third and Fourth grades now attend one of two Inspiration Blocks on a daily basis. The Inquiry-Based Inspiration Block allows for learning without boundaries. It is designed to address the curriculum standards in science and social studies by engaging in real-world problem solving. Inspired by an authentic driving question, the students will acquire, elevate, and use information to demonstrate their knowledge of significant content using the 21<sup>st</sup> century skills of collaboration, critical thinking, and communication. The Language Acquisition Inspiration Block allows for learning with boundaries. It is designed to address curriculum standards in science and social studies while immersing students in the Mandarin language. Inspired by authentic opportunities to use another language, students will acquire skills that allow them to communicate linguistically and socially in a setting where Mandarin Chinese is the native language.

Teachers working in the Inspiration Block have met multiple times to share progress and collaborate on planning. Parent feedback has been positive, citing discussions about inspiration at home, hearing children use vocabulary from the current units of study at home, and sharing their own personal excitement about the plans for the future. Considerations for the future include professional development, assessments, collaboration time/curriculum development, program evaluation, alignment opportunities between grades, identification of end goals for the language program, long-range planning for continued language acquisition and communicating to the community.

## **2015-2016 Calendar**

Mrs. Fagel and Dr. Wilcox presented the 2015-2016 Calendar to the Board that will be scheduled for approval at the October Board meeting. The calendar includes two half days, four Institute Days and two conference days.

## **BOARD COMMITTEES**

Board Education Committee – Lesley Fisher, Jeff Folker, Beth Clemmensen

Mrs. Fisher reported that the Education Committee met on September 16. Mrs. Jackson shared the work of the Cherokee staff regarding Inquiry Block and Language Acquisition Block. There are 21 kindergarten students in the Inquiry Block and 22 students in the Language Acquisition Block. An evaluation will take place in Spring 2015 to gauge the climate, reading, math achievement and language proficiency. 26 students from the Mandarin program will be moving to Deer Path 5<sup>th</sup> grade for an advanced Mandarin class. Judi Epcke gave an update on DPM Smart Labs and The Maker Movement. Kevin Rubenstein, District 65 and Lauren Fagel will present on the Common Core State Standards to the League of Women Voters on September 20. NWEA/MAP testing will take place this year in the fall as a baseline and in the spring for growth. PARCC, a state assessment replacing ISAT, will be administered in March and May for grades 3-8. The committee received an update on summer 2014 curriculum work. Lori Wilcox discussed SB7 that will be in effect in 2016-2017 and will include assessments incorporated into teacher evaluations.

Board Finance & Operations Committee – Rick Schuler, Rob Lemke, Mike Borkowski

Mr. Schuler reported that the Finance and Operations Committee had met on September 11. Elizabeth Hennessy of William Blair presented a market update for debt refinancing and explained the Parameters Resolution that will be presented to the Board for approval. Ms. Hermes reported that there were no changes to the total revenues and expenses from the Tentative Budget presented in July. Mr. Albus introduced Mark Jolicoeur, Architect, Perkins and Will who reported on the preliminary Life Safety work and costs. Mr. Albus and Mrs. White will meet with the architect to go over his list, line item by line item, and identify those items for the Five-Year Projection. Mrs. Fagel presented an update on education initiatives. Mr. Simeck reported on professional development, co-teaching and a resource intensive model for teaching. Mr. Albus met with the Director of Parks and Recreation to discuss projects that the City would like to partner on with the District.

Board Policy Committee - Mike Borkowski, Jeff Folker

Mr. Borkowski reported that the District 67 Board Policy Committee had met with the District 115 Policy Committee on September 8 to discuss PRESS policy 85 and 86 updates that will be presented to the Board for approval at the September meeting. The District 67 Policy Committee followed and discussion included policy 5:30 regarding Human Resources and Personnel hiring processes. A plan for updating the Board was discussed. A review will take place in December to understand what is Policy and what is Administrative Practice. Policy 5:330 covering Support Staff was also discussed and Ms. Hermes will bring updates to a

future Policy Committee meeting. Mrs. Faller reported that a central repository for Administrative Practices has been set up in Google Docs.

Compensation Committee – Rob Lemke, Bill Andersen

Mr. Lemke reported that the Compensation Committee had not met.

### **DISTRICT COMMITTEES**

North Suburban Special Education District - Mike Borkowski

Mr. Borkowski reported that the Governing Board had met on August 27. The NSSED Finance Committee reported that they are examining various financial models, including multi-tier or pay-as-you-go approaches. More details will be shared at the October meeting. The District's perspective continues to be shifting more towards pay-as-you-go. The District 67 administration team is working with NSSED to define the overall relationship.

Illinois Association of School Boards/ED-RED – Bill Andersen

No report was presented.

Curriculum Coordinating Committee – Lesley Fisher

Mrs. Fisher reported that the Curriculum Coordinating Committee had not met.

Spirit of 67 Foundation – Lesley Fisher.

Mrs. Fisher reported that the Spirit of 67 Foundation met on May 13. Mr. Simeck reiterated the key focuses of the year, GROWTH, SUPPORT, and YET with effective support for all including homework support, the Math center and Language Arts center. A Gallup Poll, or similar tool, may be a form of assessment in the near future. Mr. Simeck also identified work that had been done over the summer and work in progress including the STEM labs, alignment of the DPM schedules and Everett building improvements. The next community book talk will be "Mindset" with Carol Dwerk at a date to be scheduled. The Spirit of 67 fall luncheon will take place on October 17 at Exmoor Country Club.

APT – Lesley Fisher

Mrs. Fisher reported that the APT meeting had taken place on September 23. The theme for this year is Resilience. At the meeting Mr. Simeck discussed Newsweek rankings and the important work of the District in creating a visible and living curriculum. Time Zone is currently on hiatus during curriculum work, however classroom teachers have access to supplies and lessons if they wish to incorporate it into the curriculum. The on-line directory is available for all APT members. Community service day for 8<sup>th</sup> graders will be October 24.

### **ACTION ITEMS:**

Adoption of 2014-2015 Budget

Mr. Albus recommended adoption the 2014-2015 Budget, as presented.

**MOTION:** Mr. Borkowski moved, seconded by Mr. Schuler, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the 2014-2015 Budget, as presented.

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

Ayes: Folker, Lemke, Clemmensen, Andersen, Fisher, Schuler, Borkowski  
Nays: None  
Absent:

The motion carried unanimously.

Adoption of Parameters Resolution

**MOTION:** Mr. Schuler moved, seconded by Mr. Lemke, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Adoption of Resolution authorizing and providing for the issue of not to exceed \$6,600,000 General Obligation Limited Tax Refunding Debt Certificates, Series 2014, of Lake Forest School District Number 67, Lake County, Illinois, evidencing the rights to payment under Installment Purchase Agreements, for the purpose of refunding certain outstanding debt certificates of said School District, and providing for the security for and means of payment under the Agreements of the Certificates.

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

Ayes: Lemke, Borkowski, Schuler, Clemmensen, Andersen, Fisher, Folker  
Nays:  
Absent:

The motion carried unanimously

Approval of MSU Contract

Mr. Simeck recommended approval of the MSU Contract for a Mandarin teacher.

**MOTION:** Mr. Schuler moved, seconded by Mrs. Clemmensen, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the MSU contract, as presented.

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

Ayes: Borkowski, Schuler, Clemmensen, Fisher, Lemke, Folker, Andersen  
Nays: None  
Absent:

The motion carried unanimously

Approval of Lynn Moore Coaching Services Contract

Mr. Simeck recommended approval of the Lynn Moore Coaching Services Contract, as presented.

**MOTION:** Mrs. Fisher moved, seconded by Mr. Borkowski, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Lynn Moore Coaching Services Contract.

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

Ayes: Fisher, Lemke, Andersen, Folker, Borkowski, Schuler, Clemmensen

Nays: None

Absent:

The motion carried unanimously

Approval of PRESS Issue 85 and 86 Policy Updates

Mr. Borkowski recommended approval of the PRESS Issue 85 and 86 Policy Updates, as discussed in Policy Committee.

**MOTION:** Mr. Folker moved, seconded by Mr. Schuler, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, PRESS Issue 85 and 86, as presented.

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

Ayes: Borkowski, Lemke, Clemmensen, Andersen, Fisher, Schuler, Folker

Absent:

The motion carried unanimously

Approval of Release of Executive Session Minutes

Mr. Simeck recommended approval of release of Executive Session Minutes December 17, 2013 through June 24, 2014.

**MOTION:** Mr. Borkowski moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Release of Executive Session Minutes, as presented.

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

Ayes: Folker, Fisher, Schuler, Clemmensen, Borkowski, Lemke, Andersen

Nays: None

Absent:

The motion carried unanimously

Approval of Accurate Biometric Fingerprinting Contract

Dr. Wilcox recommended approval of the Accurate Biometric Fingerprinting Contract, as presented.

**MOTION:** Mr. Borkowski moved, seconded by Mrs. Fisher, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Accurate Biometric Fingerprinting Contract, as presented.

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

Ayes: Schuler, Clemmensen, Fisher, Lemke, Borkowski, Andersen

Nays: Folker

Absent:

The motion carried

Approval of Human Resources Items

Mr. Simeck recommended approval of the Human Resources Items, as presented.

**MOTION:** Mr. Borkowski moved, seconded by Mr. Schuler, 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: Clemmensen, Lemke, Andersen, Folker, Borkowski, Schuler, Fisher

Nays:

Absent:

The motion carried unanimously

**CONSENT AGENDA****Procurement Card Expenses June 1, 2014 – June 30, 2014**

Education Fund	-
Building and Maintenance Fund	-
Debt Service Fund	-
Transportation Fund	-
Municipal Retirement Fund	-
Capital Projects Fund	-
Procurement Card Expenses	166,204.24
Direct Deposit Payroll and Taxes	<u>                    </u>
 Total Expenditures	 <b><u>\$166,204.24</u></b>

**Approval of Disbursements, Payrolls, and Financial Statements for July & August 2014**

Education Fund	\$997,017.14
Building and Maintenance Fund	269,483.00
Debt Service Fund	775.00
Transportation Fund	12,060.92
Municipal Retirement Fund	31,599.73
Capital Projects Fund	305,939.00
Procurement Card Expenses	138,225.57
Direct Deposit Payroll and Taxes	<u>1,240,640.65</u>
 Total Expenditures	 <b><u>\$2,995,741.01</u></b>

- Approval of Recognition of Schools Application
- Approval of First Midwest Bank Resolution
- Approval of Minutes of A Regular Meeting July 22, 2014
- Approval of Minutes of A Board Workshop July 22, 2014
- Approval of Minutes of A Joint Board Workshop September 10, 2014
- Approval of Amended Minutes of An Executive Session, May 7, 2014
- Approval of Amended Minutes of A Special Meeting, May 7, 2014
- Disposal of audio recordings – January 22, 2013, February 26, 2013

**MOTION:** Mrs. Fisher moved, seconded by Mr. Schuler, 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: Fisher, Lemke, Clemmensen, Andersen, Borkowski, Schuler, Folker

Nays: None

Absent:

The motion carried unanimously

### **FREEDOM OF INFORMATION ACT (FOIA)**

Laura Rukavina, Resident  
Sarah Collins, Commercial  
Lennie Jarratt, Commercial

### **FUTURE AGENDA ITEMS**

### **ANNOUNCEMENTS**

Monday, October 13, 2014	Columbus Day, No School
Friday, October 17, 2014	Spirit of 67 Fall Luncheon, Exmoor Country Club
Wednesday, October 22, 2014	Late Start DPM Only – 10:35
Tuesday, October 28, 2014	Board of Education Meeting – 7:00 p.m. LFHS West Campus, Board Room.

### **EXECUTIVE SESSION**

An executive session was held prior to the meeting. No action was taken.

### **ADJOURNMENT**

**MOTION:** Mrs. Clemmensen moved, seconded by Mrs. Fisher, 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 9:00 p.m.

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Mike Borkowski, Secretary      Date