

**MINUTES OF A REGULAR MEETING AND WORKSHOP
OF THE BOARD OF EDUCATION
CITY OF LAKE FOREST SCHOOL DISTRICT 67
January 24, 2017**

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 5:15 p.m. by Mr. Borkowski.

Board members present at roll call were:

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

Absent: Tom Ford (arrived at 5:18p.m.)

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO
Mrs. Anne Whipple, Communications Consultant
Mrs. Brittany Tjardes, Director of Business Services
Mrs. Rebecca Jenkins, Assistant Superintendent of Growth, Talent, and Human Resources
Ms. Susan Milsk, Director of Teaching and Learning

Also Present: Eileen Faller, Board Clerk

ADJOURN TO EXECUTIVE SESSION:

Mr. Folker moved, seconded by Mrs. Sands at 5:18 p.m. that the Board of Education, Lake Forest School District 67, Lake Forest, Illinois, adjourn to Executive Session to discuss matters related to the appointment, employment, compensation, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity

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

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

Absent:

Nays:

The motion carried unanimously.

RETURN TO OPEN SESSION:

Mr. Novit moved, seconded by Mrs. Clemmensen that the Board of Education Lake Forest School District 67, Lake Forest Illinois, return to Open Session at 5:40 p.m.

On voice vote motion carried.

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. Ford 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:

Ms. Hermes gave the Board a facilities update on future spaces, summer construction and funding. Ms. Hermes advised that the administration is recommending Pepper Construction for planning services on the Future Spaces Plan and shared a timeline for the Learning Spaces Design and the Haskins Center. Construction projects for summer 2017 include the Haskins renovation, security, vestibules, playgrounds, offices and nurses' spaces. Due to storm water management requirements at Cherokee and Sheridan the initial estimated costs have increased. With regard to funding, a debt service extension base would require three(3) Board of Education meetings in order to execute. Further discussion will take place at a Board workshop scheduled for February 2 and at the Finance and Operations meeting scheduled for February 14.

Ms. Milsk gave a response to questions that the Board had posed regarding the Assessment Report and shared additional data that she had collected regarding student growth.

Mrs. Jenkins gave an update on the 7/8th grade Looping discussion. In January parents, students and staff will be surveyed and a recommendation will be brought to the Education Committee in February. A review of Looping is taking place including historical achievement data and other possible variables that could have impacted the decrease in our 8th grade achievement data.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURN BOARD WORKSHOP:

MOTION: Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the Board Workshop at 6:48 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 7:00 p.m.

Board members present at roll call were:

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

Absent:

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO
Mrs. Rebecca Jenkins, Assistant Superintendent of Growth, Talent, and Human Resources
Ms. Susan Milsk, Director of Teaching and Learning

Staff Present: Eileen Faller, Board Clerk

PRESIDENT'S REPORT:

Mr. Borkowski stated that the District has a clear Vision and Mission, with six milestones defined in order to keep the Board on track. The Board has been spending a lot of time lately on the Environment Milestone, with a number of major facility improvement projects in the works. There are five other Milestones that are also being worked on simultaneously, Achievement, Instruction, Assessment, Talent, and Partnership.

Two months ago, the Board dug deeper on the Partnership Milestone, using the Mark Wood experience as a great example. Last month the focus was on Achievement and Assessment, with time being spent reviewing the Assessment report. The current focus of the Board meeting is on the Talent Milestone with a report from Rebecca Jenkins on Professional Development initiatives.

Mr. Borkowski mentioned that the Vision is a combination of many different important areas. One of the specific areas of oversight that the Board of Education has is financial oversight, so it is entirely appropriate that a large amount of time is spent on the capital projects, ensuring good use of taxpayer's dollars however, it is gratifying to see real progress being made in the other areas as well.

Mr. Borkowski stated that it would be easier to focus on one area at a time, but that would make for a very long and slow process. Some people suggest that the District is in Year 3(three) of a 10-year Vision, but there is a much greater sense of urgency related to achieving the Vision. Mr. Borkowski believes significant progress can be made quicker, without sacrificing quality. If the Vision could be achieved in 5 years instead of 10 that would provide a fantastic outcome, five entire additional cohorts

of students experiencing the full desired State of Education in Lake Forest. That is well over 1000 additional students “maximizing their growth as learners” and “discovering their passions.”

Mr. Borkowski shared a quote from President John F. Kennedy, as he outlined his vision for putting a man on the moon,

“We choose to go to the moon. We choose to go to the moon in this decade and to do the other things, not because they are easy, but because they are hard, because that goal will serve to organize and measure the best of our energies and skills, because that challenge is one that we are willing to accept, one we are unwilling to postpone, and one which we intend to win. It is for these reasons that I regard the decision last year to shift our efforts in space from low to high gear as among the most important decisions that will be made during my Presidency.”

District 67 is not trying to put a man on the moon but the District Vision of success is equally clear, and the importance of achieving it, providing an optimal educational experience for students, the leaders of tomorrow, is equally compelling.

Mr. Borkowski encouraged everyone to share the sense of urgency on this topic and encouraged every person who has an impact on achieving the Vision to ask the question, “How can I increase my own personal velocity related to achieving the Vision, while simultaneously maintaining outstanding quality?”

Mr. Borkowski offered kudos to the Superintendent, the Administrative team, all teachers, the entire staff, and Board members, for pushing forward on all of the different aspects of the Vision. He stated that it will take a continued team effort to achieve the Vision in the desired timeframe, and he is confident that the District is headed in the right direction. *“We choose to go to the moon, a challenge we are willing to accept, one we are unwilling to postpone, and one which we intend to achieve.”*

SUPERINTENDENT’S REPORT:

Mr. Simeck thanked Andy Duran, LEAD, for the collaboration in bringing a number of events to the District and he encouraged the community to attend Rush Neurobehavioral Center’s presentation on Executive Functions and the Teenage Brain scheduled for February 2, at Lake Forest High School presented by Dr. Georgia Bozeday. In March the District will be participating in the Comprehensive School Climate Inventory (CSCI) for students in grades 3-8. All staff and all parents will also be surveyed.

Mr. Simeck stated that Incoming Freshman Curriculum Night is scheduled for February 9. The movie “Most Likely to Succeed” will be screened, on March 1, at the Lake Forest High School auditorium, in partnership with LEAD. A book is also available.

PUBLIC PARTICIPATION:

There was no public participation.

REPORTS:

Mrs. Jenkins gave the Board an update on Professional Development and introduced Jill VanDerveer, Everett 3rd Grade teacher, Jane Swisher, World Language teacher Deer Path Middle School West, and Amy Lamberti, Instructional Technology Coach, who shared their experiences with the professional development offerings and the resulting positive impact on students and staff. Mrs. Jenkins reported on the proposed 2018-2019 calendar that will be on the agenda for approval at the February Board of Education meeting.

BOARD COMMITTEES:

Board Education Committee – Beth Clemmensen, Jeff Folker, Suzanne Sands
No report was presented. The next meeting is scheduled for February 22, 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 had not met. The next meeting is scheduled for February 14, 2017, at 8:00 a.m. in Seminar B.

Board Policy Committee - Jeff Folker, Suzanne Sands, Kent Novit
The District 67 Policy Committee met on January 4, 2017 to continue discussion on a policy regarding a Kindergarten Waiver for Academically At-Risk students.

Compensation Committee – Tom Ford, Rob Lemke, Mike Borkowski
The Compensation Committee had not met.

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 District 67 Board Operating Procedures Committee met on January 12, to discuss and edit sections 4(four) through 6(six) of the Board Operating Procedures Manual. A further meeting and a Board workshop will be scheduled when all edits are incorporated into the manual. A formal vote will be taken at the April 25 Board meeting.

DISTRICT COMMITTEES:

North Suburban Special Education District - Suzanne Sands
Mrs. Sands reported that the NSSSED Leadership Council met on December 14, 2016 and January 11, 2017. Dr. Schneider shared a chapter from “Bilingual Students within Integrated Comprehensive Services,” a brief from TASH and a Stoughton Area School District Achievement Profile.

Dr. Schneider shared information gathered during the superintendent search related to member districts' interest in redefining the work of the cooperative, and the history of education and how special education started. He also addressed NSSSED's overall enrollment trend. He highlighted the need to base future work on

research in educational practices that lead to best academic outcomes for all students.

At the January meeting a very specific plan was shared for future professional development for the Leadership Council and member district Superintendents in preparation for strategic planning work targeted to begin this summer.

Susan Hans, NNSSED Parent Mentor, introduced the NNSSED cohort that attended the TASH conference in St. Louis at the end of November.

Mr. Jim Fitton, Director of Finance, Building & Grounds, reported early ADE in NNSSED programs is strong, currently only 6.7 ADE short of the FY17 budgeted projection. Historically, ADE reaches budgeted numbers by April of each year. Mr. Fitton also reported that the discussions regarding FY18 budget development are on target.

On January 18, Mrs. Sands attended the Center for Independent Futures community meeting about Community-Based Living Options for individuals with disabilities in Illinois held at the Gorton Center.

NNSSED's policy committee is doing a complete review of their policies in an effort to align with PRESS while updating existing and/or developing required policies. Since the 2015-2016 school term, the Leadership Council has been actively involved in crafting updated language to the NNSSED Articles of Agreement. The Leadership Council reviewed the drafted Articles of Agreement.

NNSSED's North Shore Academy Elementary program was budgeted to support 43.5 ADE for the 2016-17 school year. There are currently 53.7 ADE, which represents 55 students receiving special education services. The Leadership Council approved the addition of a part time therapist and full time teaching assistant through the remainder of this school year.

Ms. Heather Miehle, Director of Programs and Support Services, has resigned effectively July 1, 2017. Given upcoming retirements across multiple central office areas, Dr. Schneider will be reviewing and making recommendations to update the organizational chart for 2017-2018.

Mrs. Sands will be attending the upcoming Advisory Committee meeting on February 15. The next Leadership Council Meeting is scheduled for February 6, 2017 at 7 p.m.

Legislative Liaison – Beth Clemmensen

Mrs. Clemmensen reported that Governor Rauner released his State of the State address speech that outlined 10 long-term goals; work with Senator Cullerton to significantly increase state support for Education; provide proper funding for Early Childhood education; give school districts more flexibility when bargaining, contracting and bidding while enabling school districts to pay teachers higher salaries; empowering universities and community colleges to reduce administrative costs, work rules, pension liabilities and unfunded mandates and offer additional financial support to schools; support more partnerships between high schools,

Community Colleges and local employers so that young people not going to college can receive training and step into good paying careers; develop a comprehensive, consistent, student growth measure, not necessarily based on PARCC, to track student progress; support programs that give more quality school choice options for low income children stuck in failing schools; create new quality schools of choice for disconnected youth; consolidate the majority of school councils and task forces under P20 and early learning councils in order to decrease bureaucracy and increase quality outcomes for learners; create a cabinet on children and youth to better align health and human services with the cradle to career education initiative in order to provide high quality services for young people.

Mrs. Clemmensen stated that ED-RED anticipates discussion on a proposed property tax freeze, pension cost shifts, and a modified Senate Bill 1.

Spirit of 67 Foundation – Suzanne Sands
The Spirit of 67 Foundation had not met.

APT – Jeff Folker

Mr. Folker reported that the District 67 APT Executive Board held its meeting on Wednesday, January 11. Mr. Simeck informed the Board that the annual CSCI (Comprehensive School Climate Indicator) survey would be sent out to parents in early March. Parent input is sought every two years, and annually from students and staff.

Mr. Simeck also provided insight regarding winter weather-related school closure decisions. Specifically, if Lake Forest is under a “weather advisory” then school most likely will be open. However, if Lake Forest is under a “weather warning,” then parents need to look out for phone calls, texts or e-mails regarding school closures. The annual district-wide APT meeting will be held on Wednesday, March 8 at CROYA at 9:00 a.m.

DPM held its 3rd annual “Family Game Night” on Friday, January 20. The event raised funds and collected books to benefit Little Fort Elementary School in Waukegan. There will be an “Art Fair Open House” on February 22 at Deer Path Middle School. 5th and 6th grade artwork will be displayed in the Cube, and 7th and 8th grade artwork will be displayed in the Haskins Center.

Cherokee School Chinese New Year celebrations are scheduled for Friday, January 27. “Winterfest” is scheduled for Friday, February 3. Everett School Winterfest” will be held on Friday, February 3. Sheridan School’s Winter Party” is scheduled for Friday, February 10. Sheridan will also have an “Exploration Day” on February 16 where parents and community members come to school to share their talents with the students during breakout sessions. The HUGS food drive was an unprecedented success with 551 meals, 1,175 pounds of food, and \$1,130 worth of gift cards being delivered to local food banks and food pantries.

“Barrel of Monkeys” held their final performance for all 4th grade students and their teachers on December 12. “Barrell of Monkeys” created a very energetic performance based on over 20 original written pieces done by the students from

each of the elementary 4th grade classes. Mr. Folker thanked the Spirit of 67 for the grant. The “Visiting Scientist” program was at all of the elementary buildings in January.

The Nominating Committee is finalizing the list of candidates for the 2017-19 school years and expects to announce the proposed slate at the February APT Board meeting. The next meeting of the APT Executive Board will be held on Wednesday, February 8, at West Campus.

PUBLIC PARTICIPATION:

There was no Public Participation.

ACTION ITEMS:

Approval of Construction Management Services Proposal – 2017 Summer Projects - Currently Estimated at \$425,000

MOTION: Mrs. Sands moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Construction Management Services Proposal 2017 Summer Projects currently estimated at \$425,000

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Pre-Construction Services for Future Spaces Plan

MOTION: Mr. Novit moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Pre-Construction Services for Future Spaces Plan

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Learning Spaces Design Services not to Exceed \$89,000 plus 9% of Final Cost for Prototyping Test Classrooms

MOTION: Mr. Ford moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Learning Spaces Design Services not to Exceed \$89,000 plus 9% of Final Cost for Prototyping Test Classrooms

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Human Resources Items

MOTION: Mr. Folker moved, seconded by Dr. Lemke 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, Sands, Folker, Borkowski, Novit, Ford

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 December 2016

Education Fund	\$431,905.00
Building and Maintenance Fund	151,749.42
Debt Service Fund	375.00
Debt Service Fund - Bond/Interest Wire Pyts	1,743,136.25
Transportation Fund	105,403.26
Capital Projects Fund	52,576.31
Procurement Card Expenses	106,387.89
Insurance Premium Wire Pyts	277,108.70
Direct Deposit Payroll and Taxes	<u>1,715,905.77</u>

Total Expenditures \$4,584,547.60

Approval of Release of Executive Session Minutes – May 2016 – September 2016

Approval of Minutes of A Regular Meeting and Workshop, December 13, 2016

Disposal of Audio Recordings: April 28, 2015

MOTION: Mr. Novit moved, seconded by Mrs. Clemmensen 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: Sands, Lemke, Clemmensen, Ford, Borkowski, Novit, Folker

Nays:

Absent:

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA):

Nancy Thorner, Non-Resident
Emily Coleman, Chicago Tribune

FUTURE AGENDA ITEMS:

ANNOUNCEMENTS:

Friday, February 17, 2017	Tri District Day – No Student Attendance
Monday, February 20, 2017	Presidents’ Day – No School
Tuesday, February 28, 2017	Board of Education Meeting – 7:00 p.m. Sheridan School, 1360 N. Sheridan Road

EXECUTIVE SESSION:

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

ADJOURNMENT:

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

On voice vote, motion carried.

Meeting adjourned at 8:25 p.m.

Mike Borkowski, President Date

Kent Novit, Secretary Date