

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
LAKE FOREST COMMUNITY HIGH SCHOOL
DISTRICT 115
July 11, 2016**

CALL TO ORDER AND ROLL CALL

A Regular Business Meeting of the Board of Education of Lake Forest Community High School District #115, County of Lake, State of Illinois, was held on Monday, July 11, 2016 and called to order at 6:40 p.m. at West Campus in the Board Room.

On Roll Call the following Members were found to be present:

David Lane, Member
Diana Kreiling, Member
Ted Moorman, Secretary
John Powers, Vice President
Reese Marcusson, President

Absent: Lise Eliot, Member
Sally Davis, Member

Administration Present:

Michael Simeck, Superintendent
Jennifer Hermes, Assistant Superintendent Business Services K-12/CSBO
Chala Holland, Principal

PRESIDENT'S REPORT

Mr. Marcusson commented on a preview of a book about parenting he read recently. The author proposes that it is the parent's job to raise kids and that schools are one of the institutions that are set up to support, challenge and serve students, parents and the community. He noted that the Board is not running the school, counseling or teaching students, creating the budget or managing construction projects, but they continue to strive to meet the challenges of the role they were elected to serve in the most effective way.

SUPERINTENDENT'S REPORT

Mr. Simeck asked Dr. Holland to brief the Board on summer activities at the high school. Dr. Holland reported that much of the work at the high school is supporting students in Summer School, building construction, faculty professional development and preparing for the changes in the school day. She is working on communications that include the mailing of student schedules and information and support for students and parents for the opening of school. On July 20, 2016, Peach Academics, a student-run company developed in the Innovation Incubator Class, will compete in the Incubator EDU National Pitch Night at Loyola University in Chicago. The five-student company developed software that provides on-demand, on-line tutoring that connects students in need of academic support with accredited peer tutors within the school.

Mr. Simeck noted that during the summer the administration lays the groundwork for the school year ahead. They identify the highest leverage activities they will pursue during the year, and rank them. They will then determine how to measure success in each of these undertakings.

PUBLIC PARTICIPATION

Mr. Moorman, a member of the Lake Forest/Lake Bluff Lions Club, reported that the Lions give a 4-year \$2000 scholarship. This year, John Fahrenbach is the winner of the scholarship and will be attending Notre Dame in the fall. Last year's winner, Virgil Young is in his second year at Carthage. The Lions Club is selling raffle tickets to help fund these scholarships. The raffle will be held in September.

REPORTS/DISCUSSION

Mr. Simeck and Dr. Holland presented the Strategic Plan End of the Year Report. Dr. Holland reported on curriculum progress. The curriculum mapping is ongoing. Course expectations with standards and learning targets have been aligned and assessments that are aligned with expected learning outcomes have been developed. Collaborative discussions around teaching and learning in relation to student achievement outcomes are ongoing and revised and documented curriculum maps have been created. The Leading Edge Learning Initiative has been expanded to all grade levels. Expanded professional development has been provided for faculty and staff and shifted from more technical support to instructional support for faculty. The New School Day engaged the entire school community in a collaborative and productive process. A model was adopted that embeds interests of all stakeholder groups and will continue to be further defined with changes and clarified as changes occur. Updates will continue to be provided to all stakeholder groups as the process unfolds. Committee work continues in the Joint Committee with the adopted all-in assessments to measure student growth and in the Standing Evaluation Committee with the adoption of the Danielson 2013 Model for evaluation. They have also adopted TeachBoost to house and facilitate the evaluation processes. The LFHS Evaluation Handbook committee was created to outline all aspects of the evaluation model and the intersection of the Joint Committee work. The next steps will be to introduce embedded and ongoing summer work. School year professional development that focuses on key district initiatives and insuring a successful implementation of the school day by offering parent/student/faculty communication and supports is also planned.

Mr. Simeck reported on articulating a guaranteed and viable curriculum. A guaranteed curriculum requires that department members teaching the same classes align their expectations of the curriculum and learning assessments and targets so that no matter what teacher in the department is teaching the class, the student has a guarantee of similar expectations and experiences in the course. A viable curriculum is the appropriate work students should be doing. It is age appropriate and developmentally stair-stepping from one level to the next.

BOARD COMMITTEES

Education Committee

There was no Education Committee this month.

Finance/Operations Committee

Mr. Powers reported that the Committee met and welcomed Jennifer Hermes to the committee. They discussed the 2016 budget and although they still don't have the final numbers, it appears that we will be in the black and have a balanced budget. The Fiscal 2017 budget shows a deficit for next year primarily due to the fact that we don't know what payments we will receive from the state. The CPI for next year is .8. The next big responsibility for the committee is to bring forward the tax levy proposal in the fall. Bond refinancing is underway and may generate more funds than anticipated at last month's meeting. Funds could reach \$6 million.

Our AAA Bond rating has been reissued by Moody's and S and P due to the Board's ability to effectively manage District expenses and debt. The new food service program works with the new school day and should

be a cost neutral proposition as any additional services costs will be neutralized over a two year period of time.

LIAISON REPORTS

Mr. Moorman reported that NSSSED has not met but that Superintendent, Dr. Tim Thomas, has retired and new Superintendent, Dr. Kurt Schneider will be at the next meeting on August 31, 2016.

Dr. Holland reported that new Director of Special Education, Jenny Sterpin, has joined the District. Jenny has an extensive background in all aspects of Special Education and human resources and has a depth of knowledge about program management and budgeting. She is already working with the transition program.

ACTION ITEMS

Approval of Private Tutoring Policy – Second Reading

MOTION: It was moved by Mr. Lane, seconded by Mr. Moorman that the Lake Forest Community High School District 115 Board of Education approve the Private Tutoring Policy – Second Reading as presented.

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

ROLL CALL: Aye: Kreiling, Lane, Powers, Moorman, Marcusson
Nay: None

Motion Carried

Approval of Superintendent 2016-2017 Compensation

MOTION: It was moved by Mrs. Kreiling, seconded by Mr. Lane that the Lake Forest Community High School District 115 Board of Education approve Superintendent 2016-2017 Compensation as presented.

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

ROLL CALL: Aye: Powers, Kreiling, Moorman, Lane, Marcusson
Nay: None

Motion Carried

Approval of West Campus Paving Bid in the amount of \$57,800

This project has been in the five year capital plan and with increased bus traffic at West Campus is necessary at this time to maintain the safety of students, staff and visitors to West Campus

MOTION: It was moved by Mr. Moorman, seconded by Mrs. Kreiling that the Lake Forest Community High School District 115 Board of Education approve the West Campus Paving Bid in the amount of \$57,800 as presented.

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

ROLL CALL: Aye: Powers, Lane, Moorman, Kreiling, Marcusson
Nay: None

Motion Carried

Adoption of Resolution to Display Tentative Budget

Jennifer Hermes reported that the Budget must be adopted in the first quarter and on display for 30 days for public viewing. In addition, a date and time must be set for a Budget Hearing and published in the newspaper. All of these activities have been completed. The date of the Budget Hearing is September 6, 2016 at the West Campus Board Room. A more detailed overview of the Budget will occur at the Budget Hearing.

MOTION: It was moved by Mr. Powers, seconded by Mr. Moorman, that the Lake Forest Community High School District 115 Board of Education adopt the Resolution to Display Tentative Budget as presented. Votes were taken by roll call. Votes were cast as follows:

ROLL CALL: Aye: Powers, Moorman, Kreiling, Lane, Marcusson
Nay:

Motion Carried

Approval of Dental/Flex Contract Renewal

MOTION: It was moved by Mr. Lane, seconded by Mr. Powers, that the Lake Forest Community High School District 115 Board of Education approve the Dental/Flex Contract Renewal as presented.

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

ROLL CALL: Aye: Moorman, Lane, Powers, Kreiling, Marcusson
Nay: None

Motion Carried

Approval of Construction Pay Application Number 1 in the amount of \$239,390.67

MOTION: It was moved by Mrs. Kreiling, seconded by Mr. Moorman, that the Lake Forest Community High School District 115 Board of Education approve Construction Pay Application Number 1 in the amount of \$239,390.67 as presented.

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

ROLL CALL: Aye: Lane, Powers, Kreiling, Moorman, Marcusson
Nay: None

Motion Carried

Approval of Pre-Authorization of Construction Pay Application Number 2 up to \$645,000

As there is no August Board Meeting, this pre-authorization of Pay Application #2 will be funded to pay project invoices from vendors and tradesmen due prior to the September Meeting. The total cost of the project has been approved by the Board, a retainage fee will be withheld and the architect will conduct a full review and certification of documentation provided by all vendors and tradesmen.

MOTION: It was moved by Mr. Lane, seconded by Mr. Powers that the Lake Forest Community High School District 115 Board of Education approve Pre-Authorization of Construction Pay Application Number 2 up to \$645,000 as presented.

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

ROLL CALL: Aye: Kreiling, Lane, Powers, Moorman, Marcusson
Nay: None

Motion Carried

Approval of Human Resources Report

Mr. Simeck welcomed Director of Human Resources, Rebecca Jenkins.

The Human Resources Report includes;

Hiring
Leaves
Resignations
Retirements

MOTION: It was moved by Mr. Moorman, seconded by Mrs. Kreiling that the Lake Forest Community High School District 115 Board of Education approve the Human Resources Report, as presented.

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

ROLL CALL: Aye: Powers, Lane, Moorman, Kreiling, Marcusson
Nay: None

Motion Carried

Approval of Consent Agenda*

Mr. Marcusson reported that the Consent Agenda includes:

CONSENT AGENDA*

1. Approval of Disbursements, Payrolls and Financial Statements, June 16- June 30, 2016 as presented and summarized below:

| | |
|-------------------------------------------------------|---------------------|
| Education Fund | \$745,097.98 |
| Building and Maintenance Fund | 176,162.82 |
| Debt Service Fund (including Bond/Interest Wire Pyts) | 45,850.00 |
| Transportation Fund | 27,308.02 |
| Capital Projects Fund/General | 37,499.00 |
| Procurement Card Expenses | 129,940.69 |
| Insurance Premium Wire Pyts | 318,635.27 |
| Direct Deposit Payroll and Taxes | <u>4,362,650.69</u> |
| Total Expenditures | \$5,843,144.47 |

2. Approval of Post Issuance Compliance Report
3. Acceptance of Graham donation of a Precor Stepper
4. Minutes of A Regular Meeting, June 22, 2016
5. Minutes of An Executive Session, June 22, 2016
6. Disposal of Audio Recordings: December 9, 2014

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

MOTION: It was moved by Mrs. Kreiling, seconded by Mr. Lane that the Lake Forest Community High School District 115 Board of Education approve the Consent Agenda, as presented.

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

ROLL CALL: Aye: Moorman, Powers, Kreiling, Lane, Marcusson
Nay: None

Motion Carried

FOIA REQUESTS

There were no FOIA requests.

ANNOUNCEMENTS

Thursday, August 18, 2016
Friday, August 19, 2016
Monday, August 22, 2016
Monday, September 5, 2016
Tuesday, September 6, 2016

Institute Day – No Student Attendance
Institute Day – No student Attendance
First Day of Student Attendance
Labor Day – No school
Board of Education Meeting 6:30 pm
LFHS West Campus Board Room

ADJOURNMENT:

MOTION: It was moved by Mr. Lane, seconded by Mr. Moorman that the Regular meeting be adjourned.

On voice vote, the motion carried

Mr. Marcusson declared the meeting adjourned at 7:50 p.m.

Ted Moorman, Secretary

Date