

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF EDUCATION  
October 8, 2013**

**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 Tuesday, October 8, 2013 and called to order at 7:00 p.m. at West Campus in the Boardroom.

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

Dick Block, Vice President  
Nicki Snoblin, Secretary  
Monty Edson, Member  
Ted Moorman, Member  
Dave Schreiber, Member  
Todd Burgener, President

Absent: John Powers, Member

Administration Present:

Michael Simeck, Superintendent  
Allen Albus, Deputy Superintendent for Finance and Operations  
Jennifer Hermes, Assistant Superintendent of Business Services  
Lauren Fagel, Assistant Superintendent of Curriculum, Instruction, Technology & Assessment  
Dr. Andy Henrikson Assistant Superintendent of Human Resources  
Barry Rodgers, Principal

**PRESIDENT'S REPORT**

Board President, Todd Burgener, called the meeting to order at 7:00 p.m.

Mr. Burgener reported that he had the privilege of welcoming 8 students and 1 teacher from our sister school in Shanghai, as part of the exchange program that began 6 years ago. Our students will be traveling to Shanghai next spring. He noted that the more he learns about the China program the more evident it is that it's interesting as well as a great learning opportunity for our students who develop life-long friendships with their Chinese counterparts and their families.

Mr. Burgener announced that he and Mr. Block represented District 115 at a Joint Share Services Committee (JSSC) meeting with District 67 Board Members Bill Anderson and Jeff Folker on September 23<sup>rd</sup>. The committee met to learn more about what JSSC means today, review the structure and the laws that enable it to exist and to hear more about the services and functions that are shared in the two districts. Mr. Simeck reviewed the Intergovernmental Agreement that defines the governments and scope of services and cost allocations, the various employment agreements and subordinate delineating agreements that exist between the employing district and the partner district and outline how costs for services are shared and split.

## **SUPERINTENDENT'S REPORT**

Mr. Simeck asked Mr. Rodgers to present his report to the Board. Mr. Rodgers reported that the team has been working on developing ideas for a new school day schedule for the 2014-2015 school year. As they move forward, they will be engaging all stakeholders including parents, students, teachers, teachers association, the Board of Education and the larger community. They hope to be able to provide some mock schedules for the Board's consideration at the November Board of Education meeting and will be looking for approval in the December-January time frame. The Junior Senior Play, "While the Lights Were Out" runs October 10<sup>th</sup> through 12<sup>th</sup> at 7:00 p.m. Mr. Rogers welcomed our 8 Chinese students and their teacher and complimented teacher, Kelly McKee, who is not our Chinese teacher, but has taken an interest in the Chinese culture and language and is sharing her passion with our students.

We will host a Veteran's Day assembly on November 11<sup>th</sup>. The American Legion is sponsoring an Essay Contest and the winning essay will be read at the assembly. Students will be in attendance and all community members are invited to attend to honor of our veterans.

Mr. Simeck reported that the Homecoming Pep Rally was a major success. Students led the festivities in the packed gym which were attended by teachers and students.

Mr. Simeck updated the Board on the interview process for a company who will facilitate the process for developing Mission, Vision and Goals. Mr. Simeck, Mr. Rodgers, Mr. Edson, Mrs. Whipple and Mrs. Clemmonson of District 67 have interviewed 4 companies to date. They have created an evaluation matrix to identify a company that will facilitate effectively, has a proven process that unleashes innovation, has the ability to build team dynamics and engage all stakeholders

## **PUBLIC PARTICIPATION**

There was no public participation.

## **REPORTS/DISCUSSION**

### **EdRed Report**

Mr. Schreiber, Board Liaison to EdRed, reported that EdRed's mission is to be a united voice advocating for the diverse needs of suburban schools and its vision is to be a premier education policy resource for Illinois legislators and EdRed Members. Mr. Schreiber attended a panel discussion which included our State Representative, Scott Drury(D), from Highland Park. The panel identified the State's committee process and across the aisle cooperation as two things that are working well in Springfield. Discussion also touched on the problem of unfunded mandates, pensions as a major threat pending release of the new pension proposal and the cost shift of pension to the districts. He also attended a meeting regarding understanding the new Report Card. The Report Card can be accessed on October 21 at [Illinoisreportcard.com](http://Illinoisreportcard.com). Mr. Schreiber attended an EdRed finance legislation meeting to review the distribution of general state aid and to hear about the charter school funding task force which reviews the effect of state authorized charter schools on the home school district.

In light of the time spent at the 3 meetings held in September, Mr. Burgener asked Mr. Schreiber if consistency in representation from the District at the EdRed table is important or if some of the

burden could be shifted to other Board Members to allow them to get exposure. Mr. Schreiber said that it is very educational and that if he couldn't make it at some point it would be important to have representation at the table.

Mr. Burgener announced that prior to this Open Session, the Board met in Closed Session for purposes of discussing matters related to the appointment, employment, compensation, performance or dismissal of specific employees of the District. Board action during closed session is prohibited and no action was taken.

### **CITA Report**

Lauren Fagel and Barry Rodgers presented the Curriculum, Instruction, Technology and Assessment Report. Mrs. Fagel reported that she is beginning conversations with faculty members in the Curriculum Committee regarding the concept of a guaranteed and viable curriculum. A guaranteed curriculum is one where a certain core set of content and skills are guaranteed to be taught to every student in a particular course. A curriculum is viable if it is practical and realistic for students to master those skills in a given period of time.

There are several teacher and administrator led KTI's underway at the high school. Two Professional Learning Communities (PLC) are focused on formative assessment and the common core state standards. Mrs. Fagel is coaching and fine tuning the expertise of two expert teachers who in turn coach their peers on instruction practices in the high school's Collaborative Coaching Program.

Mr. Rodgers reported on the main initiative in support of the Board's Goal in the use of technology. Current practices will be assessed and Chrome Books will be piloted to determine what devices will be used going forward. A roll-out model will be developed incorporating information obtained from research and from conversations and site visits at other schools. Support and learning opportunities are key for teacher success. A summer institute for teachers that would accelerate the learning curve is under consideration. Communication to all stakeholders is vital to the success of this initiative.

Mrs. Fagel noted that this generation assessments are traditional exams such as PLAN and PSAT while next generation assessments are tests such as PARCC which will be aligned with common core and will be field tested in the spring of 2014. The best kind of assessments are formative assessments which take place daily when teachers gather information formally or informally to provide feedback to students on how well they are doing on mastering that curriculum.

### **BOARD COMMITTEES**

#### Education Committee

Mrs. Snoblin reported that the Committee has not met since the last Board Meeting. The Next meeting is scheduled for November 6<sup>th</sup>.

Finance/Operations Committee

Mr. Block reported that the Finance and Operations Committee has not met since the last Board Meeting. The next meeting is scheduled for November 6th at 7:30 am in the Wedge Café at East Campus and is open to the public.

**LIAISON REPORTS**

There were no Liaison Reports.

**ACTION ITEMS**

Adoption of PRESS Issue 81 and 82 Policy Update

Mr. Simeck reported that the Joint Policy Committee met to review the policies and recommended approval as presented. Mr. Simeck asked that the Board waive the 1<sup>st</sup> reading and go on to second approval.

**MOTION:** Mrs. Snoblin moved and Mr. Block seconded that the Lake Forest High School District 115 Board of Education waive the first reading of Press Issue 81 and 82 and go on to the second reading.

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

**ROLL CALL:** Aye: Moorman, Block, Edson, Snoblin, Schreiber, Burgener  
Nay: None

Motion Carried

**MOTION:** Mr. Snoblin moved and Mr. Block seconded that the Lake Forest High School District 115 Board of Education approve PRESS Issue 81 and 92 as presented.

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

**ROLL CALL:** Aye: Schreiber, Moorman, Block, Edson, Snoblin, Burgener  
Nay: None

Motion Carried

Approval of Emergency Structural Repairs

Mr. Albus reported that a section of bricks dislodged and fell into the testing center at the high school during roof repairs in August. There were no injuries. He recommended awarding this repair project to Pepper Construction as presented.

**MOTION:** Mr. Block moved and Mrs. Schreiber seconded that the Lake Forest High School District 115 Board of Education approve the Emergency Structural Repairs as presented.

**ROLL CALL:** Aye: Snoblin, Moorman, Block, Edson, Schreiber, Burgener  
Nay: None

Motion Carried

Approval of Human Resources Report

Mr. Simeck recommended that the Board approve the Human Resources Report as presented.

**MOTION:** Mrs. Snoblin moved and Mr. Block seconded that the Lake Forest High School District 115 Board of Education approve the Human Resources Report as presented.

**ROLL CALL:** Aye: Edson, Snoblin, Block, Moorman, Schreiber, Burgener  
Nay: None

Motion Carried

Approval of Consent Agenda

Mr. Burgener reported that the Consent Agenda includes:

Approval of Disbursements, Payrolls & Financial Statement September 12, 2013 to October 2, 2013:

Financial Reports: The List of Checks Written and Direct Deposit Payroll

From September 12, 2013:

Education Fund	\$ 659,928.86
Building and Maintenance Fund	194,163.39
Debt Service Fund	-0-
Transportation Fund	17,451.42
Capital Projects Fund/ General	275,742.07
Procurement Card Expenses	275,742.07
Direct Deposit Payroll & Taxes	<u>1,956,411.85</u>
Total Expenditures	\$ 3,379, 293.05

Minutes of a Budget Hearing, September 17, 2013

Minutes of a Regular Meeting, September 17, 2013

Minutes of an Executive Session, September 17, 2013

Disposal of Audio Recordings: January 9, 2012

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

**MOTION:** Mrs. Snoblin moved and Mr. Moorman seconded that the Lake Forest 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: Snoblin, Block, Edson, Moorman, Schreiber, Burgener  
Nay: None

Motion Carried

FOIA REQUESTS:

United Union of Roofers, Waterproofers and Allied Workers Local #11

**ANNOUNCEMENTS:**

October 10-12 Junior/Senior Play  
October 14, 2013 Columbus Day – No School  
October 16, 2013 PLAN/PSAT Testing  
October 23, 2013 Late Start Day  
November 7, 2013 Parent/Teacher Conferences – no school for students  
November 8, 2013 No School for students or staff

**NEXT MEETING DATE:** November 5, 2013 Board of Education Meeting  
7:00 pm – West Campus  
Board Room

**ADJOURNMENT:**

**MOTION:** Mrs. Snoblin moved and Mr. Block seconded that the meeting be adjourned.  
On voice vote, the motion carried

Mr. Burgener declared the meeting adjourned at 8:35 p.m.

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Nicki Snoblin, Secretary

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Date