

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
LAKE FOREST SCHOOL DISTRICT 67**

December 15, 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 7:10 p.m. by Mr. Andersen.

Board members present at roll call were:

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|--------------------------|-------------------------------|
| 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
Ms. Susan Milsk, Director of Student Learning

Staff Present: Eileen Faller, Board Clerk

Guests Who Signed In:

PRESIDENT'S REPORT

Mr. Andersen's report was dedicated to two public school teachers, Maxine Nolt, his aunt, who taught for 48 years and Margaret Mickleson who taught first grade for over 40 years. Mr. Andersen stated that teachers have always been a vital force in the country and have inspired each generation. From the perspective of the District 67 Board a commitment to maintain the tradition of outstanding teaching was recognized as a core value in the mission/vision work. Mr. Andersen thanked the teachers in the District.

SUPERINTENDENT'S REPORT

Mr. Simeck reported that a school climate survey will be sent to all staff, families and students on January 20. Two weeks after the survey is closed the District will receive a detailed report that provides norming information with other schools. A

common survey, with standard questions, uniform across the shared services districts, will be done on a yearly basis and will allow for an action plan regarding specific issues.

PUBLIC PARTICIPATION

None

REPORTS

Assessment Report

Mrs. Fagel gave an overview of District 67 performance on ISAT and NWEA MAP assessments. In the future, academic achievement and growth data from standardized assessment will be presented in the larger context of the District Strategic Plan. A link to the Illinois Report Card is available on the District website.

English Language Adoption Report

Mrs. Fagel, Ms. Milsk and Dr. Wilcox reported on the English Language Arts Adoption recommendation. The recommendation includes balanced literacy and workshops for reading/writing, ensuring that all students and teachers are moving in the same direction and that every student is getting the best education. The workshop model includes a mini lesson led by the teacher with independent student work in writing/reading. The workshop creates student ownership, develops and strengthens writing by planning, revising, editing, rewriting or trying a new approach. The program offers a year long, research based, naturally differentiated routine where students have extended time frames for research, reflection and revision. The theory is learning through doing. The anticipated implementation of the K-8 writing program is 2015-2016 and K-8 reading in 2016-2017.

BOARD COMMITTEES

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

Mrs. Fisher reported that the Committee had not met. The next meeting is scheduled for February 19, at 8:15a.m.

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

Mr. Schuler reported that the Finance Committee had met on December 12. Betsy Allen and Susan Jones of Miller Cooper attended the meeting and presented a detailed overview of the FY14 Audit. The Committee discussed internal controls and procedures. Brittany Tjardes and Cornelius DuBose reported on the online registration proposal.

Board Policy Committee - Mike Borkowski, Jeff Folker

Mr. Borkowski reported that the Policy Committee had not met. The next meeting is scheduled for January 8, 2015.

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 NSSSED Governing Body met on December 10. The main topic was a vote on the proposed new billing structure. Mr. Borkowski discussed the District's dissatisfaction on issues including a desire to move to a pay-as-you-go structure, multi-year financial projections and a sensitivity analysis showing the effect of multiple districts withdrawing. The vote on the new billing structure passed. The Board agreed to work with District 67 on the issues.

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

No report was submitted.

Curriculum Coordinating Committee – Lesley Fisher

Mrs. Fisher reported that the Curriculum Coordinating Committee met on December 4. Topics discussed included Atlas/Curriculum Mapping, the ELA adoption process, and world language programming. The World Language Committee is meeting monthly to develop belief statements, involve parents and bring the best thinking to ILT, CCC and the Education Committee and then to the full Board. An assessment of the World Language programming is taking place considering the decline in enrollment, very low class sizes for some languages currently offered and difficulties in staffing. Having a strong language program is the goal of the District.

Spirit of 67 Foundation – Lesley Fisher.

Mrs. Fisher reported that the Spirit of 67 Foundation had not met.

APT – Lesley Fisher

Mrs. Fisher reported that the APT had not met, they will reconvene in January and Mr. Folker will be the Board representative in attendance.

ACTION ITEMS:

Adoption of 2014 Levy

Mr. Albus recommended adoption of the 2014 Levy.

MOTION: Mr. Schuler moved, seconded by Mrs. Fisher, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the 2014 Levy, as presented.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of School Resource Officer

Mr. Albus recommended approval of the School Resource Officer. The cost will be shared with the City of Lake Forest and Lake Forest Community High School District 115.

MOTION: Mr. Folker moved, seconded by Mr. Schuler, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the School Resource Officer, as presented.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Online Registration

Mr. Simeck recommended approval of Online Registration program.

MOTION: Mr. Borkowski moved, seconded by Mrs. Fisher, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Online Registration, as presented.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Banking Services Agreement

Mrs. Hermes recommended approval of the Banking Services Agreement through December 2015.

MOTION: Mr. Folker moved, seconded by Mr. Borkowski, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Banking Services Agreement, as presented.

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

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

Nays:

Absent:

The motion carried unanimously.

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

Nays:

Absent:

The motion carried unanimously.

Removal of Acceptance of 2014 Audit

Mr. Simeck recommended removal of the action item, Acceptance of the 2014 Audit, from the consent agenda. The Audit will be presented at the January Board meeting.

MOTION: Mr. Schuler moved, seconded by Mr. Borkowski, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, remove the Acceptance of 2014 Audit from the Consent Agenda.

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

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

Nays:

Absent:

The motion carried unanimously.

CONSENT AGENDA

Approval of Disbursements, Payrolls, and Financial Statements for November 2014

| | |
|----------------------------------|---------------------|
| Education Fund | \$456,211.67 |
| Building and Maintenance Fund | 64,232.45 |
| Debt Service Fund | 14,450.00 |
| Transportation Fund | 146,596.99 |
| Municipal Retirement Fund | 57,982.52 |
| Capital Projects Fund | 16,348.00 |
| Procurement Card Expenses | 130,438.79 |
| Direct Deposit Payroll and Taxes | <u>1,540,222.62</u> |

Total Expenditures \$2,426,483.04

Adoption of IMRF Resolution

Approval of Minutes of A Regular Meeting, November 18, 2014

Approval of Minutes of An Executive Session, November 18, 2014

Approval of A Joint Board Workshop, December 4, 2014

Disposal of audio recordings – May 9, 23, 28, 2013

MOTION: Mr. Borkowski moved, seconded by Mrs. Clemmensen, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Consent Agenda items.

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

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

Nays: None

Absent:

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA)

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

Friday, December 19, 2014

Winter Break Begins – Close of School

Monday, January 5, 2015

School Reopens

Monday, January 19, 2015

Martin Luther King Day – No School

Tuesday, January 27, 2015

Board of Education Meeting – 7:00 p.m.
LFHS West Campus, Board Room.

RETURN TO EXECUTIVE SESSION:

MOTION: Mrs. Fisher moved, seconded by Mr. Lemke, that the Board of Education of Lake Forest District 67, Lake Forest, Illinois, adjourn to executive session.

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

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

Nays:

Absent:

The motion carried unanimously.

EXECUTIVE SESSION

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

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 9:45 p.m.

Mike Borkowski, Secretary Date