

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF EDUCATION  
CITY OF LAKE FOREST SCHOOL DISTRICT 67  
February 23, 2016**

**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:

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

Absent:

Administration Present:

Mr. Michael Simeck, Superintendent  
Mr. Allen Albus, Deputy Superintendent of Finance and  
Operations/CSBO

Also Present: Commander Rob Copeland, Lake Forest Police Department

**ADJOURN TO EXECUTIVE SESSION:**

Mrs. Sands moved, seconded by Mr. Ford at 5:17 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.

Security Procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

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.

**RETURN TO OPEN SESSION:**

Mrs. Sands moved, seconded by Mr. Novit that the Board of Education Lake Forest School District 67, Lake Forest Illinois, return to Open Session at 6:30 p.m.

On voice vote motion carried unanimously.

**RECESS REGULAR MEETING:**

Mrs. Sands moved, seconded by Mr. Ford that the Board of Education, Lake Forest School District 67, Lake Forest, Illinois, recess the regular meeting until the close of the Board Workshop.

On voice vote motion carried unanimously.

**BOARD WORKSHOP:**

The Board Workshop for Lake Forest School District 67, Lake Forest, Illinois, was called to order at 6:35 p.m. by Mr. Borkowski.

Board members present at roll call were:

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

Absent:

**PUBLIC PARTICIPATION**

There was no public participation.

Mr. Simeck presented the Board with a long-term construction plan that included updating the Haskins Center, DPME Offices, Satellite Center and Learning Spaces. Mr. Albus discussed a short-term construction plan regarding DPM flooring replacement, DPM Office and Satellite Library Renovation, DPM West Haskins Center Renovation, painting of Cherokee and Sheridan classrooms and hallways.

**ADJOURN THE WORKSHOP:**

Mrs. Sands moved, seconded by Mr. Novit that the Board of Education, Lake Forest School District 67, Lake Forest Illinois, recess the Board workshop and resume following the regular meeting.

On voice vote motion carried unanimously.

**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:

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

Absent:

Administration Present:

Mr. Michael Simeck, Superintendent  
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO  
Mr. Allen Albus, Deputy Superintendent of Finance and Operations/CSBO  
Dr. Lori Wilcox, Executive Director of Growth, Talent, and Human Relations  
Mr. Barry Rodgers, Assistant Superintendent of Curriculum, Instruction, Technology and Assessment  
Ms. Susan Milsk, Director of Student Learning

Staff Present: Eileen Faller, Board Clerk

Guests Who Signed In: Megan Medica, Executive APT, Cindy Hirschmiller, Champions

**PRESIDENT'S REPORT**

Mr. Borkowski gave an update on Board Core Values and Goals. The Board Core Values include student centric governance, vision centric leadership and fiscal responsibility. The Board Goals include increased engagement between community and school district, undertaking more active role in legislative advocacy and awareness, improving processes for administrator compensation and superintendent performance evaluation and beginning development of Board operating procedures. Mr. Borkowski stated that it is important to revisit the Board goals to make sure they are being followed. In order to increase engagement the Board will be holding Board meetings at neighborhood schools, March 15 at Deer Path Haskins Center and April 19 at Everett School. The Board has attended many meeting and conducted workshops on legislation. Mr. Borkowski stated that much work has been accomplished on the processes for administrator compensation and superintendent performance with an ad-hoc committee being set up to refine the processes. In April the Board will conduct a workshop to begin work on the operating procedures. Mr. Borkowski noted that every Board member has taken a leadership role.

## **SUPERINTENDENT'S REPORT**

Mr. Simeck reported that parents are invited to a series of K-4 curriculum conversations including, English Language Arts, Math and Inquiry Learning, that will take place at Everett, March 8, 7:45 a.m.–8:45 a.m., Cherokee, March 8, 11:30 a.m.–12:30 p.m., Sheridan March 14, 11 a.m.–12 p.m. The CSCI survey has been completed and the results are being processed. On Saturday, February 20, a student technology conference was held at Deer Path Haskins Center for elementary to high school students. The conference included hi-tech toys, students learning from students with community and parent volunteers, organized by Amy Lamberti and Judi Epcke. Another technology conference is planned for next year.

## **PUBLIC PARTICIPATION**

There was no public participation.

## **REPORTS**

### English Language Arts Update

Ms. Milsk reported that the English Language Arts adoption is aligned to the District's Milestones. The charge for the 2015-2016 year was the implementation of Writing Workshop using the units of study in Kindergarten through 8<sup>th</sup> grade. The District has provided ongoing and multifaceted professional development and teachers report an increased volume of student writing, increased interest and love of writing and growth across writing genres. The District is committed to providing teachers with ample preparation, training and support for the upcoming implementation of Reading Workshop. A *Homegrown Summer Reading Institute* has been tentatively scheduled for the summer that will bring Teachers College Reading and Writing Project Staff Developers to the District. There will be additional on-site opportunities for teachers, and a small number of teachers and administrators will be invited to apply to attend the Summer Writing Institutes with Lucy Calkins at Columbia University. The adoption of the Workshop Model aligns with the District 67 mission and vision, provides naturally differentiated learning opportunities for all students and aligns with creating and retaining high quality staff by investing in continuous development.

## **BOARD COMMITTEES**

### Board Education Committee – Beth Clemmensen, Jeff Folker, Suzanne Sands

Mrs. Clemmensen reported that the Education Committee had not met. The next meeting is scheduled for March 2, 8:15 a.m. at West Campus.

### 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 March 15, 8:00 a.m. at West Campus.

Board Policy Committee - Jeff Folker, Suzanne Sands, Kent Novit

The Policy Committee met on February 18. The meeting was called to order at 7:40 a.m. by Mr. Folker. Minutes from the last meeting were approved. Policy 7:270, *Administering Medicines to Students*, was discussed and the committee agreed with the revisions made by Dr. Wiemer and approved by the Board's legal counsel. The policy is being presented for a first reading to the Board.

District 115 suggested a change to Policy 2:150, *Committees*, that would add the Board President as an "ex officio" member on all Board Committees. This would allow the Board President to provide active input during committee meetings without his/her presence being counted towards a quorum. The Board's legal counsel has confirmed that this arrangement meets the legal requirements of the Open Meetings Act. While District 115 recommended that Policy 2:150 be amended to reflect this suggestion and send the new policy to legal counsel for approval, the District 67 Policy Committee, with input from Mike Borkowski, decided not to adopt the suggested changes. Currently, the District 67 policy provides for 3(three) Board members on each standing Board Committee. The Charter for each committee further invites all Board members, including the Board President, to attend meetings, but as a member of the public. The Committee, along with Mr. Borkowski, felt that was sufficient to allow Board President participation in committee meetings.

In an on-going effort to create alignment between District 67 and District 115 policies Mr. Simeck asked the District 115 Policy Committee to adopt the verbiage currently found in the District 67 policy 5:210, Resignations. As a result, there was no action needed or taken by the District 67 committee. The meeting adjourned at 8:00 a.m.

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.

## **DISTRICT COMMITTEES**

North Suburban Special Education District - Suzanne Sands

Mrs. Sands reported that the NSSED Leadership Council met on February 17, 2016, topics included:

Family Community Engagement: Susan Hans, NSSED's School, Family and Community Partnership Coordinator/Parent Mentor gave a presentation about how critical it is for NSSED and everyone working with students with special needs to engage parents in meaningful partnerships and to engage the community in meaningful partnerships in an effort to provide the best possible outcomes for these students.

Transition Space Update: As was reported at the January meeting, the NSSED Transition program has outgrown its current leased space and needs to move to a new space. The lease for the new space along with anticipated construction costs associated with preparing the space for the program were shared. That information has been shared with the District 67 Board and Administration. The Leadership Council approved the President having the authority to sign the lease as presented as long as the following conditions were met:

- Costs would not exceed those presented.
- Usage permit would be secured prior to entering into the lease.
- Terms could be renegotiated only based on the building inspection results with no additional costs for NSSED.

NSSED Articles of Agreement Changes: The Policy Committee is continuing to fine tune proposed changes to the Articles of Agreement with regard to the district withdrawing. The current ideas being proposed were shared and will continue to be brought before the board as the process continues.

NSSED is hosting its first ever 5K Run/Walk Saturday, May 21, 2016, more information and registration is available on their [website](#). The next Leadership Council Meeting is scheduled for March 16, 2016 at 7 p.m.

#### Legislative Liaison – Beth Clemmensen

Mrs. Clemmensen reported on Governor Rauner's budget address to the state legislature. The Governor spent much of his address discussing education stating that the state must make the education of children the top priority. Governor Rauner outlined his two biggest priorities for education, early childhood and reforming the school funding formula. The Executive Director at the Governor's Office of Early Childhood Education was introduced and highlighted that the \$393 million earmarked for early childhood education is the most in state history. The Governor outlined that the budget proposed fully funds the General State Aid foundation level for the first time in 7(seven) years. He also stated "any school funding reform proposal that involves taking money from one school district and giving it to another, is doomed to fail." The next ED-RED meeting is scheduled for Friday, March 4 at 1:30 p.m.

#### Spirit of 67 Foundation – Suzanne Sands

Mrs. Sands reported that the Spirit of 67 Foundation Board met on February 9, 2016. Mr. Simeck spoke about a variety of topics including the new SafeStop app, ACT and SAT changes. The new Spirit website is now online. The Grants Committee is currently reviewing the submitted grants and votes will take place at the April meeting and the grants will be announced on April 15, 2016. The Nominating Committee is working to fill openings on the Spirit's Board of Directors. The Home Tour is scheduled for May 12, 2016. Program book shout-outs and Spirit sponsorships are available for purchase online. The deadline for submissions is March 4, 2016. The next meeting is scheduled for March 8, at 9 a.m. in West Campus.

APT – Jeff Folker

Mr. Folker reported that the APT Executive Board met on February 10. Mr. Simeck discussed the unusually low number of Kindergarten registrations. Lake Forest Hospital administrators confirmed that birth rates are declining everywhere. Dr. Holland was a guest speaker and provided an overview of the District 115 Mission and Strategic Plan. Mrs. Whipple advised that the new Raptor security system would be installed after spring break.

Mrs. Hanlon, nominating committee chair, presented the new slate of APT Executive Board candidates for 2016-2018. DPM Family Game Night was held on January 22 and had 230 participants. DPM Principals will be leading a book discussion on “The Gift of Failure” on Monday, March 7, at 12 p.m. in the Cube. The annual “Winterfest” was held at Cherokee on January 29. The Sheridan “Winter Carnival” was held on February 19. Everett 2<sup>nd</sup> grade classes completed a unit on Lake Forest and were asked to create videos presenting what they had learned as if they were Realtors trying to “sell” Lake Forest to potential buyers. The Everett Winter Fest “Beach Bash” was held on February 5. The Fine Arts program “Where the Sidewalk Ends” was presented at all elementary buildings on February 4 and 5. Students at DPM West attended a “1776” program on February 9. The next meeting is the annual District wide meeting scheduled for March 9, at CROYA.

**ACTION ITEMS:**

Approval of Amended ECRA Contract in the amount of \$35,000 for Fiscal Year 16 and \$38,524 for Fiscal Year 17

**MOTION:** Mr. Folker moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Amended ECRA Contract in the amount of \$35,000 for Fiscal Year 16 and \$38,524 for Fiscal Year 17.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 7:270 First Reading

**MOTION:** Mrs. Sands moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, table the First reading of Policy 7:270.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Authorization to Develop DPME Construction Drawings in the amount of \$89,000

**MOTION:** Mr. Ford moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Authorization to Develop DPME Construction Drawings in the amount of \$89,000.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Human Resources Items

**MOTION:** Mrs. Sands moved, seconded by Mr. Ford 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: Folker, Sands, Borkowski, Lemke, Clemmensen, 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 January 2016

Education Fund	\$271,583.36
Building and Maintenance Fund	144,829.77
Debt Service Fund	375.00
Debt Service Fund - Bond/Interest Wire Pyts	-
Transportation Fund	80,000.36
Municipal Retirement Fund	39,425.70
Capital Projects Fund	71,973.60
Procurement Card Expenses	142,510.36
Insurance Premium Wire Pyts	272,991.83
Direct Deposit Payroll and Taxes	<u>1,543,466.34</u>
Total Expenditures	<u>\$2,567,156.32</u>



Approval of Minutes of A Regular Meeting and Workshop, January 26, 2016  
Approval of Minutes of An Executive Session, January 26, 2016  
Disposal of Audio Recordings: None

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

Nays:

Absent:

The motion carried unanimously.

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

SmartProcure, Commercial

Nancy Thorner, Non-Resident

### **FUTURE AGENDA ITEMS**

#### **ANNOUNCEMENTS**

Thursday, February 25, 2016

Conferences – 4:00 p.m. – 8:00 p.m.

Friday, February 26, 2016

Conferences – No Student Attendance

Tuesday, March 15, 2016

Board of Education Meeting – 7:00 p.m.

Haskins Center, Deer Path Middle School.

#### **EXECUTIVE SESSION**

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

#### **ADJOURNMENT**

**MOTION:** Mrs. Sands moved, seconded by Mr. Ford 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 8:30 p.m.

**RESUME BOARD WORKSHOP**

Mrs. Sands moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, resume the Board Workshop at 8:35 p.m.

On voice vote, motion carried unanimously.

Mrs. Whipple presented an overview of the degrees of stakeholder dialogue and engagement. The Board discussed the community engagement process and how it could be used in the future.

**ADJOURN THE WORKSHOP:**

Mr. Ford moved, seconded by Mrs. Clemmensen that the Board of Education, Lake Forest School District 67, Lake Forest Illinois, adjourn the Board workshop.

On voice vote, motion carried unanimously

Meeting adjourned at 9:30 p.m.

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Kent Novit, Secretary      Date