

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

May 26, 2015

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 7:05 p.m. by Mr. Borkowski.

Board members present at roll call were:

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

Absent:

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business and Finance/CSBO
Mr. Allen Albus, Deputy Superintendent, Finance and Operations/CSBO
Mrs. Lauren Fagel, Assistant Superintendent of Curriculum, Instruction, Technology and Assessment
Dr. Lori Wilcox, Executive Director of Growth, Talent, and Human Relations

Staff Present: Eileen Faller, Board Clerk

Guests Who Signed In: Florence Woo, Parent, Tara Baer, Parent, Anne Durot, Amy Piergalski, Kylie Arndt, Staff, Jennifer Mueller, Parent, Ryan Gish, Parent

PRESIDENT'S REPORT

Mr. Borkowski welcomed the new Board members, Tom Ford, Suzanne Sands and Kent Novit and stated that each of them brings unique skills to the Board and with three new Board members they are a new team. Mr. Borkowski reported on the role of a well functioning Board and sited several examples of governance. Mr. Borkowski suggested that over the past 20 years there have been examples of both passive Boards and overly active Boards and defined equilibrium as "appropriately collaborative." Collaborative suggests working together with administrators, teachers, staff, parents and community stakeholders, appropriate means doing so in a way that is valuable, meaningful, and fulfilling the fiduciary responsibility of the Board while respecting the work of the Administration.

For Mr. Borkowski appropriate collaboration means asking questions 1) How does this action affect the students and 2) is the action moving the District closer to the Mission/Vision statement. By pursuing a student centric philosophy and having a laser-like focus on achieving the vision/mission the Board will be serving the community extremely well.

SUPERINTENDENT'S REPORT

Mr. Simeck reported that it was the last meeting of a very successful school year and stated that he was impressed and proud of the work done, collectively and collaboratively. The report that would be presented later regarding the Inspiration Block was the best indicator of success. Mr. Simeck thanked Kelly Jackson for her leadership and stated that a new Principal would add a new dimension to the school. The Climate Survey was completed and the building teams are working on action plans. Ms. Hermes and Mrs. Tjardes had implemented on-line registration with 200 families already taking advantage of it. 8th grade graduation is scheduled for June 1 and is the highlight of the year. The high school gets credit for the ACT results however 9/13ths of the students school years are directly linked to District 67. Deer Path students put together a Spirit grant for \$70,000 for the wellness area. Every student that goes through District 67 will benefit from the new recreation area. The Spirit grant committee stated that it was the best grant application they had ever seen with 8th grade students collaborating with the City, school staff and teachers. The Deer Path Dash is scheduled for June 8 and will raise funds and awareness for Leukemia.

PUBLIC PARTICIPATION

There was no public participation.

REPORTS

Inspiration Block Year One Program Evaluation

Mrs. Jackson and Mrs. Fagel gave an update on the Inspiration Block at Cherokee. All students in kindergarten, third and fourth participated in the first year of the Inspiration Block that is comprised of the Inquiry Block and the Language Acquisition Block. Both blocks involve interdisciplinary units of instruction centered around social studies and science content. In January 2015 the Comprehensive School Climate Inventory (CSCI) was administered to students in grades two through eight and parents. The results indicate the school climate at Cherokee is very positive. The NWEA MAP achievement test was administered to students in second through fourth grades in both Reading and Math in the Fall of 2015 and the Spring of 2015. Twenty-three students in fourth grade and thirty-four students in third grade Language Acquisition Block classes took the AAPPL (ACTFL Assessment of Performance toward Proficiency in Languages) proficiency test in Interpersonal Listening and Speaking. The results indicate that students continue to grow in their language proficiency. After analyzing the three data sets it is believed that the first year of the Inspiration Block at Cherokee Elementary School has been a success for students, teachers and parents and that the second year will be just as successful. It is recommended that the Board of Education, Instructional Leadership Team, faculty

and parents strongly consider the implementation of the Inspiration Block at Sheridan and Everett.

Mentor Program Overview

Mr. Simeck invited Ken Smith and Nicki Chitwood to give an update on the mentor program. Mrs. Fagel reported that the mentor program has been in existence for many years and every new teacher is assigned a mentor and feedback is given each year. The program truly helps build and maintain excellent educators. Mr. Smith stated the program included weekly meetings with the protégé, observations and post observations aligned to the Danielson framework, tri-annual opportunities for both mentor and protégé to reflect and set goals and focus group meetings strategically inserted throughout the year. For the protégé it is an opportunity to be listened to without judgment, receive invaluable advice and support, to be pushed and supported to reach their potential, form partnership and share experiences and successes. Both mentor and protégé learn from the process.

BOARD COMMITTEES

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

The Board of Education Committee had not met. A meeting has been scheduled for June 3 at 8:15a.m.

Board Finance & Operations Committee – Rob Lemke, Tom Ford, Kent Novit

Dr. Lemke reported that the Finance/Operations Committee had met on May 19. The Committee Charter was discussed, the FY16 Budget overview was presented with the expansion of the Inspiration Block, the adoption of the new master schedule for Deer Path, the additional support needed for the push-in model of Special Education service delivery, teacher training for Math Recovery and Advanced Math Recovery and professional development regarding Lucy Caulkins receiving particular attention. Mr. Albus and Mrs. White reviewed the cost associated with life safety improvements, replacement tile and carpet at Cherokee and Sheridan, roof replacements and enhancements in all buildings and additional spending on 21st Century Learning spaces and furniture. Meeting dates for the upcoming year have yet to be agreed upon.

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

The Policy Committee had not met. A meeting has been scheduled for June 2 at 8:00a.m.

Compensation Committee – Tom Ford, Rob Lemke, Mike Borkowski

Dr. Lemke reported that a meeting had taken place on May 13. Compensation data from comparable school districts was discussed. A preliminary recommendation of staff raises was presented. Mr. Tom Ford will chair the Compensation Committee for 2015-2016.

DISTRICT COMMITTEES

North Suburban Special Education District - Suzanne Sands

Mrs. Sands reported that the NSSSED Leadership Council had met on May 13. Charly Beeson, a LFHS student was honored as one of the Kinnett Scholarship Recipients. Charly plans on attending the Caldwell College and major in Special Education. On May 4 NSSSED administrators met with D67, D115 and D65 administrators to discuss NSSSED moving forward to a Fee for Service Model, possible changes of each aspect of the current model, possibility of increasing non-member surcharges, long-term financial projections, possible financial impacts of D112 and 109 withdrawing, the process of allocating 1:1 assistants, the new billing structure for FY16 and additional transparency surrounding the use of IDEA and membership fees. A preliminary FY16 Budget was shared with a final budget being presented at a meeting in June. Proposed tuition and service rate changes associated with the FY16 Draft III budget were also shared. A long-term maintenance and capital plan with 5-year and 10-year projections is being worked on. The search committee has Board approval to begin the process of negotiating a contract with an executive search firm to assist in finding a new NSSSED Superintendent.

Legislative Liaison – Beth Clemmensen

No report was presented.

Spirit of 67 Foundation – Suzanne Sands

Mrs. Sands reported that the Spirit of 67 Foundation Board held their final meeting of the school year on May 12, 2015. Retiring Board members were recognized for their service. Martha Zeeman was recognized for her two year term leading the foundation. Molly Sarver will serve as the new Spirit of 67 Foundation President. The Home Tour success was discussed and revenue from the event is expected to be around \$80,000. As of April 30 administrative expenses are under budget and revenue is expected to exceed budget goals. The Foundation has collected \$117,000 from 520 families so far. During the 2015-2016 school year \$209,305 will be awarded in grants. The list of grants is available on the Foundation website.

APT – Jeff Folker

Mr. Folker reported that the Old Board/New Board meeting was held at Authentico. Allison Cekay is retiring and Julie Pasinato will be the new president. The APT would like the Board members to continue to attend meetings and supply reports. The next meeting is scheduled for September.

ACTION ITEMS:

Approval of Custodial Contract Renewal in the Amount of \$462,993.52

MOTION: Mr. Novit moved, seconded by Dr. Lemke, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Custodial Contract Renewal In the Amount of \$462,993.52, as presented.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 8:95 – 2nd Reading

Mr. Folker recommended approval of Policy 8:95 on 2nd Reading.

MOTION: Mrs. Clemmensen moved, seconded by Mrs. Sands, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Policy 8:95 on 2nd Reading.

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.

Approval of Finance and Operations Charter

Dr. Lemke recommended approval of the updated Finance and Operations Charter.

MOTION: Dr. Lemke moved, seconded by Mrs. Sands, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Finance and Operations Charter, as presented.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Human Resources Items

MOTION: Mr. Folker moved, seconded by Mrs. Clemmensen, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Human Resources Items including hiring, Cherokee School Principal administrative hire, resignations and family and medical leave, as presented.

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

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

Nays:

Absent:

The motion carried unanimously.

CONSENT AGENDA

Approval of Disbursements, Payrolls, and Financial Statements for April 2015

Education Fund	\$527,615.19
Building and Maintenance Fund	118,595.86
Debt Service Fund	457.13
Debt Service Fund = Bond/Interest Wire Pyts	-
Transportation Fund	107,533.12
Municipal Retirement Fund	36,238.19
Capital Projects Fund	39,000.00
Procurement Card Expenses	143,056.46
Direct Deposit Payroll and Taxes	<u>1,485,625.22</u>

Total Expenditures \$2,458,121.17

- Approval of Minutes of A Regular Meeting, April 28, 2015
- Approval of Minutes of An Executive Session, April 28, 2015
- Approval of Minutes of A Board Workshop, April 28, 2015
- Approval of Minutes of An Executive Session, May 4, 2015
- Approval of A Special Meeting, May 4, 2015
- Approval of Minutes of A Special Election and Reorganization Meeting, May 4, 2015
- Disposal of audio recordings – November 19, 2013

MOTION: Mr. Folker 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: Clemmensen, Folker, Sands, Borkowski, Lemke, Ford, Novit

Nays:

Absent:

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA)

J.O. Matisse, Non-Resident

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

Friday May 29, 2015	Memorial Honoring Patty Dorner, 2:00 p.m. Everett School
Monday, June 1, 2015	8 th Grade Graduation, 5:00 p.m. West Campus
Wednesday, June 9, 2015	Last Day of School – ½ Day for Students
Tuesday, June 23, 2015	Board of Education Meeting – 7:00 p.m. LFHS West Campus, Board Room.

**RETURN TO
EXECUTIVE SESSION**

MOTION: Mr. Folker moved, seconded by Mrs. Clemmensen, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, return to Executive Session at 8:30 p.m.

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

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

Nays:

Absent:

The motion carried unanimously.

**RETURN TO
OPEN SESSION**

MOTION: Mrs. Sands moved, seconded by Mrs. Clemmensen, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn to Open Session.

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

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

Nays:

Absent:

The motion carried unanimously.

ADJOURNMENT

MOTION: Mr. Folker moved, seconded by Mrs. Sands, 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 9:50 p.m.

Kent Novit, Secretary Date