

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

March 21, 2017

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:

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

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO
Mrs. Rebecca Jenkins, Assistant Superintendent of Growth, Talent, and Human Resources
Mrs. Brittany Tjardes, Director of Business Services
Mrs. Allison Stempien, Director of Human Resources
Ms. Susan Milsk, Director of Teaching and Learning
Mrs. Anne Whipple, Communications Consultant

Also Present: Eileen Faller, Board Clerk

ADJOURN TO EXECUTIVE SESSION:

MOTION: Mrs. Sands moved, seconded by Mr. Folker at 5:19 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 and, Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees

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

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

Absent:

Nays:

The motion carried unanimously.

RETURN TO OPEN SESSION:

MOTION: Mrs. Sands moved, seconded by Mr. Ford that the Board of Education Lake Forest School District 67, Lake Forest Illinois, return to Open Session at 6:03 p.m.

On voice vote motion carried.

RECESS REGULAR MEETING:

Mr. Borkowski asked for a motion to recess the regular meeting until the close of the Board Workshop.

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

On voice vote motion carried.

BOARD WORKSHOP:

Green Associates representatives, Scott Chassee and Tom Roth, gave the Board a preview of the presentation on Future Learning Spaces that would take place at the Board of Education meeting. They had engaged in many visits to the schools with principals, teachers and students. Pepper Construction representatives, Rick Young and Lance Tritsch, walked the buildings with Mrs. White, Director of Building and Grounds, and presented an Executive Summary of costs for Capital Projects, including Asbestos Removal, Technology, Life Safety, the Learning Spaces Plan and Test classrooms.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURN BOARD WORKSHOP UNTIL THE CLOSE OF THE REGULAR BOARD OF EDUCATION MEETING:

MOTION: Mr. Ford moved, seconded by Dr. Lemke that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the Board Workshop at 6:55 p.m. until the close of the Regular Board of Education meeting.

On voice vote motion carried.

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 7:10 p.m.

Board members present at roll call were:

Jeff Folker, Member
Kent Novit, Secretary
Mike Borkowski, President
Suzanne Sands, Member

Beth Clemmensen, Vice President
Rob Lemke, Member
Tom Ford, Member

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business
Services/CSBO

Staff Present: Eileen Faller, Board Clerk

PRESIDENT'S REPORT:

Mr. Borkowski reported that the best way to be involved in District 67 is to serve on a Board Committee. District 67 is currently seeking applications for both the Education, and Finance and Operations Committees. Applications and information regarding the committee openings are posted on the website.

Mr. Borkowski stated that the District is currently in the midst of the Culture and Climate Survey the results of which will be presented to the Board at the April Board meeting. Mr. Borkowski introduced a special guest, Niki Singh, a 6th grade, Deer Path student, who shared the video and song she had made to highlight bullying. Niki relayed her personal experience with bullying and how she wished to inspire other students. She has established a website that promotes self-confidence and inner strength. Mr. Borkowski stated that the term bullying is often misused but by definition involves repeated, aggressive, harassment. Niki's story is a reminder that the District's vision is to support every student and Mr. Borkowski commented that she is an inspiration.

SUPERINTENDENT'S REPORT:

Mr. Simeck reported that a K-4 Math Game Night was held at Everett School, on March 14, and was a huge success. Mr. Simeck thanked the K-4 Math Specialists, the APT, the Spirit of 67, and teachers for volunteering their time. District 67 is offering Lake Forest residents with children ages 3-5 years an exemplary early childhood experience in the Community of Learners Preschool. The purpose of the program is to optimize the potential of each child through nurturing individual student growth in an integrated preschool setting. Two parent information sessions will be offered on April 6, 2017 at Sheridan School, 1360 N. Sheridan Road, at 9:00 a.m. and 6:45 p.m. Mr. Simeck encouraged all parents K-8 to take the Comprehensive School Climate Survey no later than March 28. Stakeholder feedback is important for the District to understand and improve schools. Mr. Simeck had engaged in a great deal of public and staff meetings over the past month, including a meeting at City Hall with Mr. Borkowski, meeting with staff at each building, walkthroughs in each building and APT annual meetings where he presented on the State of the District.

PUBLIC PARTICIPATION:

There was no public participation.

REPORTS:

Scott Chassee and Tom Roth of Green Associates presented an assessment of the Learning Spaces Design Project. They have completed many observations and engagements, held workshops with students and teachers to give them the opportunity to experience different types of furniture, and give feedback. Using the feedback, five (5) test classrooms will be set up across the District.

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 April 19, 2017.

Board Finance and Operations Committee – Rob Lemke, Tom Ford, Kent Novit
Dr. Lemke reported that the Finance and Operations Committee met on March 7, at 8:00 a.m. Ms. Hermes reported that the Quest Food Management Services Contract expires on June 30. The 2017-18 contract renewal shows a 1.5% increase. Ms. Hermes also presented historical data with regard to student fees. Olson Transportation had contacted Districts 67, 115 and 65 to negotiate a mid-year rate increase. The District will be offering a blended half-day preschool called Community of Learners Preschool. A tuition fee comparable to benchmark districts, including NSSD, is being charged. Ms. Hermes provided year-end projections. It is anticipated that the District will post a lower deficit than budgeted. Mrs. White reported on upcoming projects to be completed this summer, and Ms. Hermes reported on the potential construction projects for all the buildings. Ms. Hermes presented an update on the Champions After School Program. Dr. Lemke reiterated Mr. Borkowski's statement that there are two (2) community openings on the Finance and Operations Committee.

Board Policy Committee - Jeff Folker, Suzanne Sands, Kent Novit
Mr. Folker reported that the District 67 Policy Committee met in a joint session with the District 115 Policy Committee on Monday, March 13, 2017 at 8:00 a.m. in West Campus. The purpose of this meeting was to review new policies 2:125, Board Member Compensation; Expenses, policy 5:60, Expenses, changes to both 2:125 and 5:60 were due to the Labor Government Control Act, policy 2:120, Board Member Development and 8:32 Meeting Protocols. The policies are on the Board of Education agenda for a first reading.

Compensation Committee – Tom Ford, Rob Lemke, Mike Borkowski
The Compensation Committee had not met. A meeting will be scheduled for April.

Joint Shared Services Committee – Mike Borkowski, Beth Clemmensen
The Joint Shared Services Committee had not met.

Board Operating Procedures Committee

Mr. Folker reported that the Board Operating Procedures Committee met on March 2, to review a draft version of the Board Operating Procedures Manual. A Board Workshop took place on March 20 and the Board reviewed the draft manual. A Board Workshop is scheduled for April for a further review and edits of the Board Operating Procedures Manual. The final draft manual will be presented to the Board of Education in June for approval.

DISTRICT COMMITTEES:

North Suburban Special Education District - Suzanne Sands

Mrs. Sands was unable to attend the NSSED meeting however, she shared the Board brief, and resources that Madeline Will, one of the founders of Special Education, had presented to the Leadership Council members. Mrs. Sands has been nominated to serve as President of the NSSED Leadership Council.

Legislative Liaison – Beth Clemmensen

Mrs. Clemmensen stated that there have been numerous attempts to reach a “Grand Bargain” at the state level. Various bills are being discussed; however, it is unclear what bills will move forward, it is anticipated there will be some type of property tax freeze. Mrs. Clemmensen stated that ED RED opposes a tax freeze as education funding is based on property taxes. Chicago Public Schools filed a lawsuit alleging the state is underfunding minority populations. Similar law suits have been filed in Kansas and Michigan.

Spirit of 67 Foundation – Suzanne Sands

The Spirit of 67 Foundation had not met.

APT Executive Board – Jeff Folker

Mr. Folker reported that the APT held its annual district-wide meeting on Wednesday, March 8 at CROYA to vote on the Executive Board slate for the 2017-2019 school years. Superintendent Mike Simeck gave a state of the district report and stated that the state of District 67 is very strong, including MAP scores in reading and math that continue to trend 2-3 grade levels above the national average. Deer Path Middle school students enter high school very well prepared with one-fifth of incoming Lake Forest High School freshmen academically in the top 5% of the nation, students consistently score 10 points above the national average for math and reading. District 67 remains one of only 73 school districts nationwide that have earned a AAA bond rating, has the second lowest school district tax rate in Lake County and third lowest in the state of Illinois. Mr. Simeck also answered questions about the state of Lake Forest High School, and provided some detailed information on District 115’s academic performance, financial standing, and commitment to access for all students. The final speaker was local artist, Rene Romero Schuler, who shared stories and inspirations from her life that led her to become a well-recognized painter, sculpture, and author. The next meeting is scheduled for Wednesday, April 12 at West Campus.

PUBLIC PARTICIPATION:

There was no public participation.

ACTION ITEMS:

Approval of 2017-2018 Student Fees

MOTION: Mr. Novit moved, seconded by Dr. Lemke that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the 2017-2018 Student Fees

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

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

Nays: Folker

Absent:

The motion carried.

Approval of Quest Food Management Services Contract Renewal in the Amount of \$54,114.00

MOTION: Mr. Ford moved, seconded by Dr. Lemke that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Quest Food Management Services Contract Renewal in the Amount of \$54,114.00

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

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

Nays:

Abstain: Clemmensen

The motion carried.

Approval of Olson Transportation Contract February 1, 2017 to June 30, 2018

MOTION: Dr. Lemke moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Olson Transportation Contract February 1, 2017 to June 30, 2018

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Authorization for the Purchase of Prototype Furniture up to \$100,000

MOTION: Mrs. Sands moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Authorization for the Purchase of Prototype Furniture up to \$100,000

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

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

Nays:

Absent:

The motion carried unanimously.

Adoption of Resolution Authorizing Honorable Dismissal and Re-Assignment of Teacher

MOTION: Mrs. Sands moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution Authorizing Honorable Dismissal and Re-Assignment of Teacher

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

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

Nays:

Absent:

The motion carried unanimously.

Adoption of Resolution Authorizing Honorable Dismissal of Part-Time Non-Tenured Teacher

MOTION: Mr. Novit moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution Authorizing Honorable Dismissal of Part-Time Non-Tenured Teacher

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

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

Nays:

Absent:

The motion carried unanimously.

Adoption of Resolution Authorizing Honorable Reduction in Probationary Teacher's Assignment

MOTION: Mr. Folker moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution Authorizing Honorable Reduction in Probationary Teacher's Assignment

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

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

Nays:

Absent:

The motion carried unanimously.

Adoption of Resolution Authorizing Non-Reemployment of Full-Time First and Second Year Probationary Teachers

MOTION: Mrs. Clemmensen moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution Authorizing Non-Reemployment of Full-Time First and Second Year Probationary Teachers

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 6:30, Organization of Instruction – Second Reading

MOTION: Mr. Borkowski moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, table Policy 6:30, Organization of Instruction, Second Reading

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 6:90, Kindergarten – Second Reading

MOTION: Mr. Folker moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Policy 6:90, Kindergarten, Second Reading

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of PRESS Issue 93 – Second Reading

MOTION: Mr. Folker moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve PRESS Issue 93, second reading, as presented

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 2:125, Board Member Compensation; Expenses – First Reading

MOTION: Mr. Ford moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve 2:125, Board Member Compensation; Expenses, First Reading

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.

Approval of Policy 5:60, Expenses – First Reading

MOTION: Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Policy 5:60, Expenses, First Reading

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Policy 8:32, Meeting Protocols – First Reading

MOTION: Mr. Folker moved, seconded by Mr. Borkowski that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, table Policy 8:32, Meeting Protocols, First 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 Policy 2:120, Board Member Development – First Reading

MOTION: Mr. Folker moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Policy 2:120, Board Member Development, First Reading

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: Mrs. Clemmensen moved, seconded by Mr. Folker 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: Sands, Borkowski, Folker, Ford, Clemmensen, Novit, Lemke

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 February 2017

| | |
|---|-----------------------|
| Education Fund | \$135,242.85 |
| Building and Maintenance Fund | 197,179.19 |
| Debt Service Fund | - |
| Debt Service Fund - Bond/Interest Wire Pyts | - |
| Transportation Fund | 88,573.95 |
| Capital Projects Fund | 58,443.60 |
| Procurement Card Expenses | 82,548.16 |
| Insurance Premium Wire Pyts | 283,907.75 |
| Direct Deposit Payroll and Taxes | <u>1,651,957.37</u> |
| Total Expenditures | <u>\$2,497,852.87</u> |

Approval of Minutes of a Regular Meeting and Workshop, February 28, 2017

Approval of Minutes of An Executive Session, February 28, 2017

Disposal of Audio Recordings: May 13 and 26, 2015

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

Nays:

Absent:

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA):

Nancy Thorner, Non-Resident, status complete

Pending: LeeAnn Revis, Commercial

FUTURE AGENDA ITEMS:

ANNOUNCEMENTS:

| | |
|--------------------------------|---|
| Thursday, March 23, 2017 | Spring Break begins – Close of School Day |
| Friday, March 24 2017 | Institute Day – No Student Attendance |
| Monday, April 3 2017 | School Reopens |
| Friday, April 14, 2017 | Day of Non-Attendance |
| Tuesday, April 25, 2017 | Board of Education Meeting – 7:00 p.m. |
| | West Campus Board Room |

EXECUTIVE SESSION:

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

ADJOURN REGULAR MEETING AND RETURN TO BOARD WORKSHOP:

MOTION: Mrs. Sands moved, seconded by Mr. Folker that the Board of Education of Lake Forest District 67, Lake Forest, Illinois, adjourn the regular meeting and return to the Board Workshop

On voice vote, motion carried.

The regular meeting adjourned at 9:20p.m.

RECONVENED BOARD WORKSHOP:

Ms. Hermes reviewed budget options with the Board and presented a base model that included five(5) year projections, and several aggregate projection summaries. Ms. Hermes stated that the next steps would be to get input and recommendations for priorities.

ADJOURN BOARD WORKSHOP:

MOTION: Mrs. Clemmensen moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the reconvened Board Workshop at 9:50 p.m.

On voice vote motion carried.

Mike Borkowski, President Date

Kent Novit, Secretary Date