

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

June 23, 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 7:00 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
Mr. Allen Albus, Deputy Superintendent, Finance and
Operations/CSBO
Dr. Lori Wilcox, Executive Director of Growth, Talent, and Human
Relations

Staff Present: Eileen Faller, Board Clerk

Guests Who Signed In:

PRESIDENT'S REPORT

Mr. Borkowski stated that in May he had discussed an appropriate collaboration governance structure for the Board to consider including constantly asking questions. Two of the most important questions are: what is best for the students and if the Board's decisions are accelerating the Board towards the District's Mission and Vision. There are also other important questions including is the District using residents money optimally, is the District attracting and retaining the best talent and is the District partnering effectively with key stakeholders, to name a few. Another important function of the Board is goal setting. The Board will be reviewing the Superintendent goals, developing Board goals and in July the Board will receive an update on the strategic plan.

SUPERINTENDENT'S REPORT

Mr. Simeck gave an overview of the development of the Mission/Vision for the District including the many meetings held, the Core Values, Milestones and the direction of the District towards more access and more success for more students.

Dr. Carol Dweck will be presenting to the District in August. The resonating theme in many conversations is EQ over IQ. Many peak performers as adults were poor school performers. The key philosophical beliefs are interdisciplinary work and collaboration, challenging all students with more opportunities for more students and student centric and highly engaging learning driven by student interests and desires to explore. Mr. Simeck stated that schools must adapt as teaching and learning has changed. Shifts have changed in instruction from presentation to engagement, demonstrating learning from single dimensional to multi-dimensional. 1:1 computing has changed how students access and process information. These shifts serve all students.

PUBLIC PARTICIPATION

Mr. Paul Markov asked the Board to move Public Participation until later in the meeting.

REPORTS

BOARD COMMITTEES

Board Education Committee – Beth Clemmensen, Jeff Folker, Suzanne Sands
Mrs. Clemmensen reported that the Board of Education Committee met on June 3 to discuss key accomplishments for the 2014-2015 school year and highlight priorities for the upcoming school year. It was an ideal time to have this discussion as the committee transitions on the administrative side from the District's former Assistant Superintendent, Lauren Fagel, to the new Assistant Superintendent, Barry Rogers. The key accomplishments discussed were a focus on Project Based Learning through the Inspiration Block, World Language Changes for 2nd – 4th grades, Extended Learning Opportunity time at Deer Path, Innovative Learning Spaces, Student Growth Support Initiatives, Special Education delivery moving from a pull-out to a push-in model, K-12 Math Matriculation, Student Transitions 4th to 5th and 8th to 9th grade and the Explore Gifted Program 3rd/4th grade.

Key priorities for 2015-2016 will be, continued focus and evaluation of the World Language program, successful teacher training and implementation of the new Writing Workshop program, and continued focus on middle school math. The Committee approved the meeting dates for 2015-2016.

Twenty applications were received from community members for the Education Committee and six(6) candidates were interviewed at two meetings scheduled for June 11 and June 17. The committee was pleased to announce that Dr. Tara Eggers and Mrs. Carolyn Moore will be joining the Education Committee in the fall.

The next Board Education Committee meeting is scheduled for September 9.

Board Finance & Operations Committee – Rob Lemke, Tom Ford, Kent Novit
Dr. Lemke reported that the Finance/Operations Committee met on June 17 to interview applicants to serve as community members on the Finance and Operations Committee. Eleven very strong applications were received and from the eleven five were selected to interview. Dr. Lemke thanked the applicants for giving of their time and acknowledged their strong backgrounds and interest in the position. Board President Mike Borkowski invited Chris Bires and Tara Janos to join the committee and they both accepted the invitation. The next meeting of the Finance and Operations Committee is scheduled for August 6.

Board Policy Committee - Jeff Folker, Suzanne Sands, Kent Novit
The Policy Committee met on June 2. Policies discussed included 5:125 Employee Social Media and Policy 7:30 Permissive Transfer Requests both of which will be brought to the Board for a first reading on June 23. Policy 2:20 and 6:40 regarding Curriculum Approval were discussed as there is conflicting information regarding the level of Board approval. Both policies will be discussed further at the next Policy Committee meeting. Policy 7:60, Student Residence, was discussed and does not need to be amended but the website will be updated to provide the appropriate direction. PRESS Issue 88 was reviewed and will be presented for approval at the June 23 Board meeting. The Policy Charter was amended to reflect the addition of a third Board member and will also be brought to the June 23 Board meeting for approval.

Compensation Committee – Tom Ford, Rob Lemke, Mike Borkowski
Mr. Ford reported that the Compensation Committee had not met. The next meeting is scheduled for Monday, July 13 at 5:30 p.m., to review the current process in evaluating Administrative and Staff compensation.

DISTRICT COMMITTEES

North Suburban Special Education District - Suzanne Sands
Mrs. Sands reported that the NSSSED Leadership Council met on June 10, 2015. Topics included Professional Development. A report on Professional Development was provided by NSSSED to their staff as well as to staff at member districts. Much of this training is a benefit of membership. Coaching is also provided at an hourly rate on an as needed basis. 110 staff members from District 67 took advantage of these professional development opportunities including coaching and participating in networks that connect staff to others with similar positions in other districts. That number is up from 63 last year and 46 in 2012-13. Most of the professional development was related to behavior with some being coached in that area. The Final FY16 Budget Draft III budget was discussed and approved. It is a balanced budget at approximately \$48 million an 11 percent increase over the previous year due to increased demand for services resulting in both increased revenues and expenditures. The associated fees and fee structures for the upcoming school year had been shared with Special Education Directors in member districts. Tim Thomas, the current Superintendent of NSSSED, shared the goals and objectives for the 2015-2016 year, the primary goal is to maximize student outcomes through the

development and support of the professional practices of our educators in partnership with families and members of our community through *Programs and Services*: Increase student engagement through improved formative assessment and instructional practices, Communication: continue providing a meaningful feedback loop of information for all NSSED stakeholders, Cooperative Relationships: support staff in the understanding and application of meaningful family engagement, Finance and Operations: expand on the quality and depth of the annual audit and its required understanding of NSSED internal control, Leadership: identify mental health needs and potential supports within member, Districts and NSSED programming to provide a greater continuum for students.

The Council approved a letter of agreement to hire School Exec Connect to assist the Search Committee in finding a new Superintendent. Transportation Contracts with two companies who will serve district programs and membership needs for the upcoming school year were presented. Lots of work has been done on communicating expectations for quality of service and NSSED staff will be taking a much more active role in managing transportation for their programs and for students in member districts utilizing their transportation services. This will be discussed further and voted on at the August meeting.

Legislative Liaison – Beth Clemmensen
No report was presented.

Spirit of 67 Foundation – Suzanne Sands
No meeting had taken place. The next meeting is scheduled for September.

APT – Jeff Folker
No meeting had taken place. The next meeting is scheduled for September.

ACTION ITEMS:

Approval of Policy 5:125 Social Media and Electronic Communication – 1st Reading
Mr. Folker recommended approval of Policy 5:125 as discussed in Policy Committee.
Mr. Du Bose reported that it was updated to encourage staff to use Social Media.

MOTION: Mr. Folker moved, seconded by Mrs. Sands, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the first reading of Policy 5:125 Social Media and Electronic Communication, 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 7:30 Student Assignment and Intra-District Transfer – 1st Reading

Mr. Folker recommended approval of Policy 7:30, first reading.

MOTION: Mrs. Sands moved, seconded by Mr. Novit, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the first reading of Policy 7:30 Student Assignment and Intra-District Transfer, 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.

Approval to Waive 1st Reading of PRESS Issue 88

Mr. Folker highlighted the option on each policy and recommended waiving the 1st Reading of PRESS Issue 88.

MOTION: Mr. Novit moved, seconded by Mr. Folker, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, waive the 1st Reading of Press Issue 88, 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 PRESS Issue 88 – 2nd 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 88, on second reading.

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.

Approval of Policy Committee Charter

Mr. Folker recommended approval of the updated Policy Committee Charter.

MOTION: Mrs. Sands moved, seconded by Mr. Folker, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Policy Committee Charter, 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.

Approval of 2015-2016 Staff Compensation

Mr. Simeck recommended approval of the 2015-2016 Staff Compensation.

MOTION: Mr. Novit moved, seconded by Mrs. Sands, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the 2015-2016 Staff Compensation, as presented.

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.

Approval of Quest Food Services Contract Renewal in the amount of \$52,890

MOTION: Mr. Ford moved, seconded by Mr. Folker, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Quest Food Services Contract Renewal in the amount of \$52,890.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Lynn Moore Consultant Coaching Services Contract in the amount of \$3,575

MOTION: Mr. Folker moved, seconded by Mr. Novit, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Lynn Moore Consultant Coaching Services Contract, in the amount of \$3,575.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Resolution Authorizing Notice of Remedial Warning to Tenured Teacher

Mr. Borkowski requested a motion to approve issuance of Notice of Remedial Warning to Mary Gillespie-Courtney, as provided in Exhibit A of the Board Resolution.

MOTION: Mrs. Sands moved, seconded by Mr. Ford, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve issuance of Notice of Remedial Warning to Mary Gillespie-Courtney, as provided in Exhibit A of the Board Resolution.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of DPM Math Textbooks in the amount of \$57,052.19

Mrs. Clemmensen requested that the Approval of the DPM Math Textbooks be tabled pending discussion in Education Committee. Dr. Wilcox advised that professional development for teachers would take place in July and the textbooks would be required.

MOTION: Mrs. Clemmensen moved, seconded by Mr. Ford, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, table the DPM Math Textbooks in the amount of \$57,052.19

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

Ayes: Clemmensen, Folker, Borkowski,

Nays: Lemke, Ford, Novit, Sands

Absent:

The motion was denied.

Approval of DPM Math Textbooks in the amount of \$57,052.19

MOTION: Mrs. Sands moved, seconded by Mr. Novit, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the DPM Math Textbooks, in the amount of \$57,052.19.

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

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

Nays: Clemmensen

Absent:

The motion carried.

Approval of Human Resources Items

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

Nays:

Absent:

The motion carried unanimously.

Removal of Administrator/Teacher Salary and Benefits Report from Consent for further discussion.

MOTION: Dr. Lemke moved, seconded by Mrs. Clemmensen, that the Administrator/Teacher Salary and Benefits Report be discussed prior to voting.

Mr. Albus advised the Board that the Administrator/Teacher Salary and Benefits Report had been omitted from the website due to some confusion with the EIS system. The report is required to be presented to the Board annually and the report being presented was for 2013-2014 with the 2014-2015 report being presented in September. The Board requested that the report be added to Action Items in future years.

Approval of Administrator/Teacher Salary and Benefits Report, in Consent.

MOTION: Dr. Lemke moved, seconded by Mrs. Clemmensen, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Administrator/Teacher Salary and Benefits Report.

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.

CONSENT AGENDA

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

Education Fund	\$386,153.84
Building and Maintenance Fund	158,447.27
Debt Service Fund	-
Debt Service Fund = Bond/Interest Wire Pyts	-
Transportation Fund	100,637.91
Municipal Retirement Fund	35,293.01
Capital Projects Fund	10,200.00

Procurement Card Expenses	160,900.58
Direct Deposit Payroll and Taxes	<u>2,374,838.01</u>
Total Expenditures	<u>\$3,226,470.62</u>

- Approval of CLIC Liability Insurance Contract Renewal in the amount of \$85,578
- Adoption of Prevailing Wage Resolution
- Approval of Budget Transfers
- Approval of All School Roofing Bid in the amount of \$382,736
- Approval of Rejection of Painting Bid
- Approval of Minutes of A Regular Meeting, May 26, 2015
- Approval of Minutes of An Executive Session, May 26, 2015
- Approval of Minutes of A Board Workshop, May 26, 2015
- Approval of Minutes of An Executive Session, June 8, 2015

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

Nays:

Absent:

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA)

Igor Dmitriev, Non-Resident
Morgan Polikoff, USC Rossier

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

Tuesday, July 21, 2015

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

ADJOURNMENT

MOTION: Mrs. Clemmensen 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 9:20 p.m.

Kent Novit, Secretary Date