

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

June 27, 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 5:18 p.m. by Mr. Borkowski.

Board members present at roll call were:

Rob Lemke, Vice President	Mike Borkowski, President
Alice LeVert, Secretary	Suzanne Sands, Member
Jeff Folker, Member	Kent Novit, arrived at 5:25 p.m.

Administration Present:

Mr. Michael Simeck, Superintendent

Absent: Thompson Ford, Member

ADJOURN TO EXECUTIVE SESSION:

MOTION: Mrs. Sands moved, seconded by Mrs. LeVert, at 5:20 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: LeVert, Sands, Lemke, Borkowski, Folker

Absent: Ford, Novit (arrived 5:25 p.m.)

Nays:

The motion carried.

RETURN TO OPEN SESSION:

MOTION: Mrs. Sands moved, seconded by Mr. Folker, that the Board of Education Lake Forest School District 67, Lake Forest Illinois, return to Open Session at 6:55 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: Dr. Lemke moved, seconded by Mrs. Sands, 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

Board members present at roll call were:

Kent Novit, Member	Rob Lemke, Vice President
Mike Borkowski, President	Suzanne Sands, Member
Alice LeVert, Member	Jeff Folker, Member

Absent: Tom Ford, Member

Administration Present:

Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO
Mrs. Rebecca Jenkins, Assistant Superintendent of Growth, Talent, and Human Relations
Mrs. Brittany Tjardes, Director of Business Services
Mrs. Allison Stempien, Director of Human Resources
Mrs. Anne Whipple, Director of Communications Consultant

BOARD WORKSHOP:

There was no Board member input.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURN BOARD WORKSHOP:

MOTION: Mrs. Sands moved, seconded by Mrs. LeVert that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, recess the Board Workshop until the close of the Regular 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 7:03 p.m.

Board members present at roll call were:

Jeff Folker, Member
Alice LeVert, Member
Rob Lemke, Vice President

Kent Novit, Member
Suzanne Sands, Member
Mike Borkowski, President

Absent: Thompson Ford, 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 Relations
Mrs. Brittany Tjardes, Director of Business Services
Mrs. Allison Stempfen, Director of Human Resources
Mrs. Anne Whipple, Director of Communications Consultant

Staff Present: Eileen Faller, Board Clerk

PRESIDENT'S REPORT:

Mr. Borkowski reported that he had met with Rob Lansing, the new Mayor of Lake Forest along with Mike Simeck, Reese Marcusson, and City Manager Bob Kiely. The financial crisis that the state of Illinois continues to face and the potential impacts on District 67, District 115 and the City of Lake Forest were discussed. Top concerns for District 67 are the current proposals which include a local real estate tax freeze and a potential pension cost shift. Both of these items would have negative impacts on the District 67 budget. From a planning perspective, the business office has already taken some of this impact into account by making conservative assumptions in the five-year projections. Mr. Borkowski thanked Ms. Hermes and the finance team for that foresight.

The need for communication to the Lake Forest population on this topic, highlighting how these decisions, made in Springfield, will directly affect homeowners in Lake Forest, was discussed. It was agreed that working together and presenting a common message would be most effective. Mr. Borkowski stated that the plan for the communication will ramp up in the fall. There will be more to come on this topic.

SUPERINTENDENT'S REPORT:

Mr. Simeck reported that December 4, 2017, has been scheduled for the author of *How to Raise an Adult*, Julie Lythcott-Haims, to present to the community. Mr. Simeck thanked Andy Duran of LEAD and Mrs. Whipple for arranging this. Mr. Simeck also reported that he had made many visits to the buildings and stated that the construction at all buildings was progressing nicely.

PUBLIC PARTICIPATION:

There was no public participation.

REPORTS:

No reports were presented

BOARD COMMITTEES:

Board Education Committee – Jeff Folker, Suzanne Sands, Alice LeVert

Mr. Folker reported that the Education Committee had not met. Interviews had taken place for new community members and three community members had been selected to be part of the Education Committee. The next Education Committee meeting is scheduled for September 13 at 9:00 a.m.

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

Mr. Ford reported that the Finance and Operations Committee had not met.

Board Policy Committee – Kent Novit, Jeff Folker, Alice LeVert

Mr. Novit reported that a Joint Policy Committee meeting had taken place on June 2, 2017. The policies discussed are on the agenda for a first reading.

Ad Hoc Compensation Committee – Rob Lemke, Tom Ford, Mike Borkowski

The Compensation Committee had not met.

Joint Shared Services Committee – Mike Borkowski, Rob Lemke

The Joint Shared Services Committee met on June 20, 2017 to discuss individual administrator compensation.

Board Operating Procedures Committee – Jeff Folker, Kent Novit

The Board Operating Procedures Committee had not met.

DISTRICT COMMITTEES:

North Suburban Special Education District - Suzanne Sands

Mrs. Sands reported that the NSSSED Leadership Council met on June 14, 2017. Strategic Planning is scheduled to take place in the fall. Ms. Susan Hans provided a summary of the learning that had been provided to the Leadership Council over the past year and provided an understanding of the current supports provided by the state of Illinois. Mr. Jim Fitton presented on the FY18 budget and advised that the two-year lease for the Rubloff Building is due to expire. negotiations are continuing to extend the lease. Mr. Piper gave an update on policies. Christy Crabtree gave an update on Early Childhood partnerships, Northfield Community Nursery School, and Willow Wood Preschool. Ms. Lindsay Karaly gave an update on Professional Development. Mr. Piper gave an update on NSSSED Faculty Association and NSSSED Teachers' Assistant Association contracts. The next meeting is scheduled for August 30, 2017.

Legislative Liaison – Tom Ford

No report was presented.

Spirit of 67 Foundation – Suzanne Sands
No report was presented.

APT Executive Board – Jeff Folker
The next APT Executive Board meeting is scheduled for September 13.

PUBLIC PARTICIPATION:
There was no public participation.

ACTION ITEMS:

Approval of Chief Operating Officer 5-Year Contract

MOTION: Mr. Novit moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Chief Operating Officer 5-Year Contract, as amended in Executive Session

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

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

Nays:

Absent: Ford

The motion carried.

Approval of Whipple Consulting Contract

MOTION: Mrs. Sands moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Whipple Consulting Contract

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

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

Nays:

Absent: Ford

The motion carried .

Approval of Special Education Coordinator 1-Year Contract

MOTION: Mr. Folker moved, seconded by Mrs. Sandsthat the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Special Education Coordinator 1-Year Contract

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

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

Nays:

Absent: Ford

The motion carried.

Approval of 2017-2018 Staff Compensation

MOTION: Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the 2017-2018 Staff Compensation

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

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

Nays:

Absent: Ford

The motion carried unanimously.

Approval of Final 2016-2017 School Calendar

MOTION: Mrs. LeVert moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Final 2016-2017 School Calendar

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

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

Nays:

Absent: Ford

The motion carried.

Adoption of Resolution to Display FY18 Tentative Budget

Ms. Hermes discussed the tentative budget with the Board and advised that the administration fully expects changes as information is changing daily, with thirteen positions unfilled at that time. The Board is voting to give authority to put the tentative budget on display. The final budget will be an action item at the September Board of Education meeting.

MOTION: Mrs. Sands moved, seconded by Mrs. LeVert that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, Adopt the Resolution to Display FY18 Tentative Budget

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

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

Nays:

Absent: Ford

The motion carried.

Approval of PRESS Issue 94 – 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 PRESS Issue 94 – First Reading

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

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

Nays:

Absent: Ford

The motion carried.

Approval of Policy 2:120 Board Member Development – 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 2:120, Board Member Development – First Reading

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

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

Nays:

Absent: Ford

The motion carried.

Approval of Human Resources Items

MOTION: Mrs. Sands moved, seconded by Dr. Lemke 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, LeVert, Folker, Borkowski, Lemke, Novit

Nays:

Absent: Ford

The motion carried.

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 May 2017

Education Fund	\$290,682.80
Building and Maintenance Fund	235,740.19
Debt Service Fund	375.00
Debt Service Fund - Bond/Interest Wire Pyts	-
Transportation Fund	110,386.49
Capital Projects Fund	11,486.00
Procurement Card Expenses	199,341.72
Insurance Premium Wire Pyts	281,056.88
Direct Deposit Payroll and Taxes	<u>1,776,114.49</u>
Total Expenditures	<u>\$2,905,183.57</u>

Approval of CLIC Liability Policy Renewal
Adoption of Prevailing Wage Resolution
Approval of Budget Transfers
Approval of Designation of Depositories
Approval of Workers Compensation Premium Renewal
Acknowledgement of Africk Donation of a Bach Omega Trumpet
Approval of Minutes of a Regular Meeting and Workshop, May 23, 2017
Approval of Minutes of Executive Session, May 23, 2017
Approval of Minutes of An Executive Session, May 9, 2017
Approval of Minutes of a Special Meeting, June 20, 2017
Disposal of Audio Recordings, September 2 and September 21, 2015

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

Nays:

Absent: Ford

The motion carried.

FREEDOM OF INFORMATION ACT (FOIA):

Nancy Thorner, Non-Resident, Status Complete
Master Project Inc., Commercial, Status Complete
Nancy Thorner, Non-Resident, Status Complete

FUTURE AGENDA ITEMS:

ANNOUNCEMENTS:

Tuesday, July 18, 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.

RECESS REGULAR MEETING:

Mr. Borkowski asked for a motion to recess the regular meeting and resume the Board Workshop at 7:35p.m.

MOTION: Mr. Novit moved, seconded by Mrs. LeVert that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, recess the regular meeting and resume the Board Workshop

On voice vote motion carried.

BOARD WORKSHOP:

Ms. Hermes gave the Board an update on construction. The Haskins Center is on track and looking good. With regard to Deer Path West, the actual building did not conform to the 1963 drawings, some support columns were not built and some were not in the right spot resulting in the roof being off balance. Construction has begun to correct this issue. Some tiles in the vestibule were found to contain asbestos, abatement will take place shortly. Deer Path East is progressing well. The Regional Office of Education rejected the permit for removal of the staircase stating that multiple egress points are needed. The design has been updated to allow for the stairs to remain.

The Board discussed communication with the community when projects are being tested by students, parents and staff, being aware of setting expectations, and not disappointing students.

The Board also discussed the Shared Service structure and how best to utilize it going forward for both Administrators and Boards.

ADJOURN BOARD WORKSHOP:

MOTION: Dr. Lemke moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the Board Workshop at 9:07 p.m.

On voice vote motion carried.

ADJOURNMENT:

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

On voice vote, motion carried.

The regular meeting adjourned at 9:10 p.m.

Mike Borkowski, President Date

Alice LeVert, Secretary Date