

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION**

LAKE FOREST SCHOOL DISTRICT 67
September 24, 2013

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. Andersen.

Board members present at roll call were:

Bill Andersen	Jeff Folker
Lesley Fisher	Mike Borkowski
Rob Lemke	Beth Clemmensen
Rick Schuler	

Absent: None

Administration Present:

Mr. Michael Simeck, Superintendent
Mr. Allen Albus, Deputy Superintendent
Ms. Jennifer Hermes

Staff Present: Eileen Faller, Board Clerk

Guests Who Signed In:

PRESIDENT'S REPORT

Mr. Andersen welcomed everyone to an exciting school year especially Kindergarten and new families.

SUPERINTENDENT'S REPORT

Mr. Simeck reported that the district had a record-breaking number of new families. The expectation was that enrollment would be down by 125 students but the result was a modest decrease of 24 students. Mr. Simeck also reported that there was a large number of new students from overseas at the High School.

Mr. Simeck commented on new administration in the district and noted that there is a perception that there are more administrators than previously; however, with retirements the overall cost is down by 0.81% and .5 FTE from last year.

The new administrators are doing great work. Mrs. Lauren Fagel and, Dr. Lori Wilcox are working on professional development and Dr. Michelle Shinn is working on formalizing the district's RTI system.

PUBLIC PARTICIPATION

There was no public participation.

REPORTS

CITA

Mrs. Lauren Fagel reported on CITA (an acronym for Curriculum, Instruction, Technology and Assessment) the focus of which will be to synthesize all of the high-quality curriculum work that has been completed over the past several years and create a user-friendly document outlining learning targets for each grade level and subject area. The learning target will align with the Common Core State Standards. The goal is to put in place a viable curriculum that provides rigorous instruction that will best prepare students for success in High School, College and their future careers. Monthly curriculum coffees will be starting this month and Ms. Fagel is working with Mrs Whipple to set them up.

Chromebooks, iPads, laptops and NEO's are just a few of the technology devices that are being used in school. Deer Path parents have had hands-on assistance with setting up Edmodo and Power School accounts and learning about Google Apps student accounts. The Technology Coaches and Technicians work daily to meet the education needs of all.

District 67 faculty members have the opportunity to enroll in Academy courses. To date there have been four(4) Academies developed and promoted, Danielson 101 and Growing Toward Excellent, taught by Lori Wilcox, Establishing Learning Targets/Setting Instructional Outcomes taught by Judi Lindgren, Book Study: A Repair Kit for Grading: 15 Fixes for Broken Grades, by Ken O'Connor, taught by Renee DeVore.

The third year of the WEB, a middle school transition program, began by welcoming 212, 5th grade students. 44 8th grade students were trained to be WEB leaders who worked with large and small groups on orientation day, they helped 5th graders find their buses on the first day of school and organized a Popsicle Social also. The year-long program allows WEB leaders and their groups to reconnect and further build relationships and students learn that people at school care about them and their success.

The first Teachers Institute Day began with Building Champions, a four(4) hour in-service training from the Flippen Group. Staff learned and re-affirmed how to create a positive, empowering environment where students thrive. A large group will be attending Capturing Kids Hearts, a three-day intensive program that will take place in October.

Vision, Mission Goals Report – Beth Clemmensen

Mrs. Clemmensen reported that setting the Mission Vision and Goals of the District is one of the most critical tasks for the Boards and this is an ideal time to undertake a project of this nature. The skills that students need are changing and need to be looked at and evolved. Mrs. Clemmensen commented that the world doesn't care what we know but what we do with what we know. The District has a new team in place and it is vitally important that they are all headed in the same direction, sharing with teachers a common sense of purpose. The district is embarking on a broad initiative to identify and develop a strategic plan for the future to set a course in motion for the next five(5) to seven(7) years that will involve all stakeholders and will ensure that best practices are looked at. This is very exciting work and there is great optimism about the future of our schools.

Mr. Simeck commented he is very pleased with the energy Mrs. Clemmensen is putting into the work and is looking forward to moving things forward in the coming weeks. Mr. Simeck encouraged people to get involved in the process of shaping where the district goes.

BOARD COMMITTEES

Joint Shared Services Committee – Jeff Folker, Bill Andersen

Mr. Folker reported that the Joint Shared Services Committee met on September 23 at West Campus. Mr. Mike Hernandez, Attorney from Franczek Radelet, presented an overview of shared services in Illinois and the history of the District 67/115 Shared Services Agreement. The JSSC committee took the opportunity to affirm that the purpose is to provide a forum to discuss co-operation between the districts.

Mr. Hernandez reviewed the current Shared Services Agreement that was put in place in 2006 and the committee asked Mr. Hernandez to update the Agreement to reflect current changes in Illinois law and changes that reflect the current status of shared services. The Committee will review the draft once it has been completed and report back to both Boards for discussion and consideration.

Board Education Committee – Lesley Fisher, Jeff Folker, Beth Clemmensen

Mrs. Fisher reported that the Education Committee met on September 17, 2013 and discussion included LASIC a short-term committee meeting monthly to revisit the language program with the ultimate goal of making a recommendation to the Superintendent regarding the re-shaping of world language learning in District 67. The Bridges and Agile Mind math programs, and Common Core State Standards were also discussed. Mrs. Fisher welcomed two new committee members Lauren Grieve and Sridhar Krishnaswamy.

Board Finance & Operations Committee – Rick Schuler, Rob Lemke, Mike Borkowski

Mr. Schuler reported that the Finance and Operations Committee met on September 16. Mr. Kiely, City Manager and Mr. Filippini, City Attorney, met with the committee to discuss Special Service Areas. Mr. Albus presented a brief overview of the Property Tax Extension Limitation Law and how it relates to the Tax Levy and this

will be discussed in greater detail at the November meeting. Mr. Albus introduced Howard Crouse of PMA. Mr. Crouse gave a brief demonstration of PMA's long-term financial planning model that will replace the in-house model currently utilized by staff. The proposed 2013-14 Finance/Operations Committee goals were discussed.

Board Policy Committee - Mike Borkowski, Jeff Folker

Mr. Borkowski reported that the Policy Committee had met twice since the last Board Meeting. On September 12 Mr. Borkowski and Mr. Folker met to review existing committee charters and define the purpose of new committees. The Finance and Operations and Education Committee Chairs will discuss updating their existing charters. The Policy Committee will also draft a charter. The purpose and composition of an Audit Committee and Compensation Committee were discussed and will be voted on later in the meeting.

A Joint Policy Committee meeting took place on September 18 to discuss a number of proposed policy changes from IASB that include legislative changes. PRESS issue 81 and 82 were discussed and will be presented to the Board later in the meeting.

Youth Summit Report – Mike Borkowski

Mr. Borkowski attended the third Youth Summit, hosted by LEAD in partnership with local schools. Approximately one hundred 8th graders attended, including 40 from DPMW. Discussion included what is best in our community, school stress, bullying, living in “the bubble,” social pressure and family drama. The youth were challenged to develop impact plans and identify projects that might help in these challenging situations.

School stress focused mainly on homework. One proposal was to do research on other areas of the world where homework is less emphasized but excellent education is achieved and presenting their findings to the Board of Education. The bullying group proposed holding an Anti-Bullying day.

The key to this kind of event is to achieve lasting sustainable impact. A commitment was made by the schools to facilitate follow-up sessions.

DISTRICT COMMITTEES

North Suburban Special Education District - Mike Borkowski

Mr. Borkowski advised that the NSSSED Governing Board had met on August 29. Although he was unable to attend Mr. Borkowski met with Superintendent Tim Thomas of NSSSED and Dr. Jean Sophie, Superintendent, Lake Bluff District 65 on separate occasions. Both District 65 and District 67 share a desire for NSSSED to shift from higher membership fees and lower pay as you go fees to a structure of lower membership fees and more pay as you go fees.

Mr. Borkowski's meeting with Tim Thomas included a review of the structure of NSSSED and the services that member districts receive. Mr. Borkowski requested a summary sheet from NSSSED showing the fees that District 67 paid during the last

academic year and the services received. Mr. Thomas has offered to attend a Board meeting to further explain the costs.

The next NSSED Governing Board meeting is scheduled for October 9, 2013.

Illinois Association of School Boards/ED-RED – Bill Andersen

No report was presented.

Curriculum Coordinating Committee – Lesley Fisher

No report was presented.

Spirit of 67 Foundation – Lesley Fisher

Mrs. Fisher reported that the Spirit of 67 is the fundraising arm for District 67 so all of the money raised goes directly back to the classrooms, mostly through grants. The Spirits co-ordinate two very large events, the Fall Luncheon that will take place on October 18 at Exmoor Country Club and later in the year the Home Tour. The Spirit is very grateful to the administration for adding the donation sheet to the packet that is sent to families and has helped increase donations. Mrs. Fisher will be attending the Spirit of 67 Foundation meetings on a monthly basis.

APT – Lesley Fisher

Mrs. Fisher reported that she will be attending the monthly Association of Parent and Teachers Executive meetings. The APT and the Spirit of 67 Foundation work together, the volunteers come from the APT and the money comes from the Spirit. Alison Cekay, the new APT President, reported that the theme for this year is balance. Mike Simeck shared that 127 new families joined the District. The APT welcomes each new family.

ACTION ITEMS:

Adoption of 2013-2014 Budget

Ms. Hermes brought to the attention of the Board that an adjustment had been made to the Tentative Budget, since it was originally placed on display, in the amount of \$640.

MOTION: Mr. Schuler moved, seconded by Mr. Borkowski that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the 2013-2014 Budget as presented.

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

Ayes: Clemmensen, Lemke, Andersen, Folker, Borkowski, Schuler, Fisher
Nays: None
Absent: None

The motion carried unanimously.

Approval to Siemens Contract Renewal

Mr. Albus advised that all four District 67 buildings have very sophisticated Siemens controls on the HVAC systems. The service agreement program includes monthly

on-site visits to perform a comprehensive review of the current use of the HVAC Control system to determine that the systems are operating at optimum levels. Training District staff as needed, 24-hour emergency on-site response, software maintenance, continual data back-up and data recovery service, software support and updates, annual maintenance and recommendations to further enhance equipment performance are part of the contract. The annual cost of \$40,712.00 will remain the same for three years.

MOTION: Mrs. Fisher moved, seconded by Mr. Schuler, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Siemens Contract Renewal, as presented.

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

Ayes: Borkowski, Lemke, Clemmensen, Andersen, Fisher, Schuler, Folker
Nays: None
Absent: None

The motion carried unanimously

Approval of Financial Planning Program Agreement

Mr. Simeck commented that Ms. Hermes and Mr. Albus are recognized as the most capable and skilled in their areas and are recognized for the Financial Planning Program that they created and improved over a period of years.

Mr. Albus reported that with advances in web based computing the PMA model provides several advantages over the internal model including more graphics, increased reporting capabilities, the ability to compare various scenarios and better alignment to the District's Annual Financial Report. The cost of the product (\$8,500) is far below bid thresholds. There is an accompanying Consulting Agreement that outlines among other things the scope of services, limitations, indemnification and confidentiality. The FPP agreement is being recommended for approval by the Board.

MOTION: Mr. Borkowski moved, seconded by Mr. Schuler, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Financial Planning Program Agreement, as presented.

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

Ayes: Lemke, Borkowski, Schuler, Clemmensen, Andersen, Fisher, Folker
Nays: None
Absent: None

The motion carried unanimously.

Approval of Board Policy 2:150 Update – 2nd Reading

Mr. Borkowski suggested that two separate votes should be taken on Policy 2:150, one for the Compensation Committee and one for the Audit Committee. The Board discussed tabling the Compensation Committee pending further discussion.

MOTION: Mrs. Fisher moved, seconded by Mr. Schuler, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, table the vote on a Compensation Committee with regard to Board Policy 2:150.

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

Ayes: Folker, Schuler, Clemmensen, Fisher, Lemke, Borkowski, Andersen
Nays: None
Absent: None

The motion carried unanimously.

MOTION: Mr. Schuler moved, seconded by Mrs. Clemmensen, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the addition of an Audit Committee to Policy 2:150 on 2nd Reading.

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

Ayes: Folker, Schuler, Clemmensen, Fisher, Lemke, Borkowski, Andersen
Nays: None
Absent: None

The motion carried unanimously.

Approval of IASB Press Issues 81 and 82 Policy Updates – 1st Reading

MOTION: Mr. Folker moved, seconded by Mr. Borkowski, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, waive the 1st Reading of IASB Press Issues 81 and 82 Policy Updates.

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

Ayes: Fisher, Lemke, Andersen, Folker, Borkowski, Schuler, Clemmensen
Nays: None
Absent: None

The motion carried unanimously

Approval of IASB Press Issues 81 and 82 Policy Updates – 2nd Reading

MOTION: Mr. Borkowski moved, seconded by Mr. Schuler, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the IASB PRESS issues 81 and 82 Policy Updates 2nd Reading.

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

Ayes: Borkowski, Lemke, Clemmensen, Andersen, Fisher, Schuler, Folker.
Nays: None
Absent: None

The motion carried unanimously.

Adoption of Finance and Operations Goals

Mr. Simeck recommended that the Finance and Operations Goals be approved, as presented.

MOTION: Mr. Schuler moved, seconded by Mr. Lemke, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Finance and Operations Goals, as presented.

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

Ayes: Schuler, Folker, Clemmensen, Fisher, Lemke, Borkowski, Andersen .
Nays: None
Absent: None

The motion carried unanimously.

Approval of Human Resources Items

Mr. Simeck recommended the approval of the Human Resources Items, as presented.

MOTION: Mr. Schuler 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: Clemmensen, Lemke, Andersen, Folker, Borkowski, Schuler, Fisher.
Nays: None
Absent: None

The motion carried unanimously.

CONSENT AGENDA

Approval of Midwest Bank Resolutions

Approval of Long Term Disability Insurance Policy

Approval of Recognition of Schools Application

Approval of Disbursements, Payrolls, and Financial Statements for July/August 2013

Approval of Minutes of A Regular Meeting – July 23, 2013

Approval of Minutes of An Executive Session – July 23, 2013

Approval of Minutes of A Special Meeting – August 13, 2013

Approval of Minutes of An Executive Session – August 13, 2013

Approval of Minutes of a Special Meeting, September 11, 2013

Disposal of audio recordings – December 7 and 13, 2011

MOTION: Mrs. Fisher 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: Borkowski, Lemke, Clemmensen, Andersen, Fisher, Schuler, Folker.
Nays: None
Absent: None

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA)

Karen Kates, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident
Nancy Thorner, Non-Resident

EXECUTIVE SESSION

An executive session was held prior to tonight's meeting. No action was taken.

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

Monday, October 14, 2013	Columbus Day – No School
Tuesday, October 22, 2013	Board of Education Meeting – 7:00 p.m. LFHS West Campus, Board Room.

ADJOURNMENT

MOTION: Mr. Lemke moved, seconded by Mr. Borkowski, 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 9:00 p.m.

Mike Borkowski, Secretary Date

