

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
December 4, 2012**

CALL TO ORDER AND ROLL CALL

A Regular Business Meeting of the Board of Education of Lake Forest Community High School District #115, County of Lake, State of Illinois, was held on Tuesday, December 4, 2012 and called to order at 7:00 p.m. at West Campus in the Boardroom.

On Roll Call the following Members were found to be present:

Nicki Snoblin, Member
Jim Carey, Vice President
Monty Edson, Member
Todd Burgener, Member
Sharon Golan, President

Absent: Dick Block, Secretary
John Scribner, Member

Administration Present:

Michael Simeck, Superintendent
Allen Albus, Deputy Superintendent for Finance and Operations
Dr. Julie Cooley, Assistant Superintendent of Student Services
Jay Hoffmann, Principal
Jennifer Knight, Director of Personnel and Instruction

PRESIDENT'S REPORT

Mrs. Golan called the meeting to order at 7:00 p.m. The LFHS Madrigals led by Tim Haskett performed two holiday songs.

Mrs. Golan opened the 2012 Tax Levy Hearing and asked Mr. Albus to present.

Upon return to Open Session, Mrs. Golan reminded the community that Board Meetings are broadcast several times a month on cable television and that clips from the meetings are posted to the District website LFHS.org. She also noted that questions about the District may be directed to the Superintendent's office. The deadline for Open Meetings Act training for Board Members is January 1st. Mrs. Golan reported that the 2012 Audit Report from Miller Cooper, which is an Action Item on tonight's agenda, has been moved forward in the meeting and asked Mr. Albus to introduce the Miller Cooper representative.

Mr. Albus introduced Andy Mace, a principal of Miller Cooper who reported that the Audit Report is a clean audit opinion, with no surprises and that although fund balances remain low, the District is heading in a positive direction. The Audit reflects a reduction in expenses and the District generated some operating surplus in funds during the year. While not high, the fund balances reflect a month or less of operating expenses residing in fund balances. Despite a drop in average daily pupil attendance, the operating cost per pupil and per capita tuition charge both went down due to reduction in expenses during the year. Operationally, there were no uncorrected and

corrected misstatements and disagreements with Management. There were no findings. The Auditors found that the District has an excellent organizational attitude over controls. A system of multiple level internal controls is in place and operating effectively and no discrepancies were found. In short, the Audit Report is positive, showing that the District has good stewards of the District's assets in the Business Office and Administration.

Mr. Carey reported that a community member has advocated the creation of an inspector general or internal audit type position and asked how common that is in the state of Illinois. Mr. Mace noted that the City of Chicago and as far as he know; only one district, Carpentersville District 300, have such a position. Mr. Carey asked if he thought it would be cost effective or necessary to implement such a role and Mr. Mace said he thought that with the built-in layers of documented controls in place and the close oversight of the Board it would not be cost effective in the case of District 115.

SUPERINTENDENT'S REPORT

Mr. Simeck asked Mr. Hoffmann to report on activities in the high school. He noted that 600 parents attended Open House this year. Mr. Simeck asked Mr. Hoffmann to report on the latest Booster Club project which includes obtaining photographs from colleges attended by LFHS athletes who have continued their sports careers in college.

Mr. Simeck updated the Board on his recent trip to an educational summit in China. He noted that kids are kids whether in a Chinese or American classroom. Chinese students are bubbly, engaging and curious. Relationships are important in China, so building friendships first and then doing business together is the norm. While the Chinese are extremely capitalistic, they also live in a controlled economy. Chinese schools are decentralizing while American schools are centralizing, as shown by the move to common core standards throughout the country. He noted that China sees the value of American education and values our ingenuity. Education is the key to their success and extended families focus on the wellbeing of the child. Four times as many Americans are studying in China than 4 years ago. The Chinese are aggressively and eagerly seeking to create partnerships. These alliances could provide opportunities for our children to be a part of the fastest growing portion of the world's economy. Mr. Simeck also reported that the Mandarin Immersion program at District 67 is in its third year and has been well-received by parents and students. District 67 is currently planning what the Mandarin program will look like in the middle school as a continuation of the emersion program.

PUBLIC PARTICIPATION

Mr. Robert Moorman of Lake Forest questioned the expense of retaining a public relations firm to communicate with the community on behalf of the District. He preferred to hear from Mr. Simeck directly on District issues. He advocated that the Board not approve the renewal of contract with the PR firm.

Mr. Simeck stated that more information will be shared regarding the contract later in the meeting and offered to discuss any of Mr. Moorman's concerns that are not addressed after that report at a time convenient for both parties.

REPORTS

Thor Benson presented the 2011-2012 Assessment Report. He reported that the Class of 2012 earned an all time high composite score for ACT with a mean score of 26.9. Subtest scores included English (27.2) Math (27.1), Reading (26.6) and Science (25.9). SAT scores for 70 members of the Class of 2012 who took the test exceeded the national average and are consistent with strong scores on ACT and AP exams. LFHS had 819 students scoring a 3 or higher on the 875 exams that were taken. Ninety-four percent of students got a 3, 4 or 5. This score range is considered passing and is also the score at which many colleges extend credit for use for course advancement. The PLAN exam, a pre-ACT exam given to 10th graders, is being used as a screening tool to determine which students may benefit from targeted interventions in reading and math. The Class of 2015 took this test in October 2012 and scored significantly above national averages. Scores on the Prairie State Exam (PSAE), a two-day test administered to Juniors in April, were slightly higher for the Class of 2013 than the previous year. Mr. Benson reported that LFHS ranks 11th in the Chicago Sun Times exclusive ranking of the top schools in Chicagoland based upon PSAE Scores and is tied for 12th in the Chicago Tribune ranking. Mr. Benson also reported that with Common Core Standards being introduced, the PSAE will be changing over the next three years and will be renamed the PARK exam.

BOARD COMMITTEES

Education Committee

Mrs. Snoblin reported that the committee has not met since the last Board Meeting. The next scheduled meeting is on February 6th.

Board Finance and Operations Committee

Mr. Carey reported that the joint committee met on November 14th. They discussed the Audit report in depth with the Auditor. A major topic at the meeting was to review of the list of capital projects and prioritize them. After discussion, the Administration was asked to come back with additional input and better estimates on some of the projects. The committee also seeks to get a sense of the feelings of the full Board regarding some of the projects. A reevaluation of one of the larger projects, the track replacement project discussed during the proposed Booster program, is planned to determine the priority and timing of the replacement based on additional information on the state of the track. The full Board will receive a summary of the capital project list prior to the next meeting on December 18th to give them the opportunity to share their input on the projects. Liz Hennessy, William Blair representative, talked to the committee about opportunities to finance some of the planned capital projects, in light of the current low interest rates. The District continues to carry an AAA credit rating. Mr. Carey reminded the community that the meetings are open and the public is welcome to attend. The next meeting is on December 18th at 7:00 am at West Campus.

ACTION ITEMS

Approval of Whipple Consulting Contract

Mr. Simeck reported that the Whipple Consulting Contract is for duration of 3 years, ending August 15, 2015. He noted in addition to the many types of communication services Mrs. Whipple already provides, she will also be undertaking a number of large scale projects including a new

website, launch of social media, and stakeholder engagement opportunities such as surveys, a print newsletter and listening opportunities. He cited Mrs. Whipple's value to the District as a highly respected communications professional in her field and a trusted source of information for the community. The contract has been reviewed by the District's attorney.

MOTION: Mrs. Snoblin moved and Mr. Burgener seconded that the Lake Forest High School District 115 Board of Education approve the Whipple Consulting Contract as presented.

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

ROLL CALL: Aye: Carey, Burgener, Snoblin, Edson, Golan
Nay: None

Motion Carried

Approval of Allied Administrative Services Agreement

Mr. Albus reported that the District operates a self-funded dental program and flexible benefit plan. Allied Administrative Services has provided claim processing services for the past 4 years. A one-year renewal is recommended at no change to the rates of the past 4 years.

MOTION: Mr. Carey moved and Mrs. Snoblin seconded that the Lake Forest High School District 115 Board of Education approve Allied Administrative Services Agreement as presented.

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

ROLL CALL: Aye: Burgener, Edson, Snoblin, Carey, Golan
Nay: None

Motion Carried

Adoption of 2012 Tax Levy

MOTION: Mr. Carey moved and Mrs. Snoblin seconded that the Lake Forest High School District 115 Board of Education adopt the 2012 Tax Levy as presented.

ROLL CALL: Aye: Edson, Snoblin, Carey, Burgener, Golan
Nay: None

Motion Carried

Acceptance of the 2012 Audit

MOTION: Mr. Carey moved and Mr. Burgener seconded that the Lake Forest High School District 115 Board of Education accept the 2012 Audit.

ROLL CALL: Aye: Edson, Snoblin, Carey, Burgener, Golan
Nay: None

Motion Carried

Approval of Human Resources Report

Jennifer Knight presented the Human Resource Report and updated the Board on ongoing professional development opportunities for faculty.

MOTION: Mr. Edson moved and Mr. Carey seconded that the Lake Forest High School District 115 Board of Education approve the Human Resources Report as presented.

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

ROLL CALL: Aye: Carey, Burgener, Snoblin, Edson, Block, Scribner, Golan
Nay: None
Motion Carried

Approval of Consent Agenda

Mrs. Golan reported that the Consent Agenda includes:
Approval of Disbursements, Payrolls and Financial Statement
Approval of Financial Reports:
Financial Reports: The List of Checks Written and Direct Deposit Payroll
From November 8, 2012 to November 30, 2012:

Education Fund	\$ 459,821.50
Building and Maintenance Fund	206,109.61
Debt Service Fund	--
Transportation Fund	81,303.65
Capital Projects Fund/ General	36,360.00
Procurement Card Expenses	--
Direct Deposit Payroll & Taxes	<u>2,840,170.08</u>
Total Expenditures	\$ 3,623,764.84

Minutes of an Executive Meeting on November 13, 2012
Minutes of a Regular Board Meeting on November 13, 2012
Disposal of audio recordings: None

Any item may be removed from the consent agenda at the request of a Board Member.

MOTION: Mr. Burgener moved and Mrs. Snoblin seconded that the Lake Forest High School District 115 Board of Education approve the Consent Agenda as presented.

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

ROLL CALL: Aye: Edson, Carey, Burgener, Snoblin, Golan
Nay: None
Motion Carried

FOIA REQUESTS:

Lisa Black, Chicago Tribune, 1717 N. Penny Lane, Ste. 3, Schaumburg, IL 60173

EXECUTIVE SESSION:

12/4/12

There was an Executive Session at 6:00 p.m. for a discussion on matters related to the appointment, employment, compensation, performance, or dismissal of specific employees of the public body. 5 ILCS 120/2(c) (1) No action was taken.

FUTURE AGENDA ITEMS:

None

ANNOUNCEMENTS:	December 5, 2012	Late Start Day – 9:50 am
	December 16, 2012	Holiday Concert
	December 24-Jan 4	Winter Break
	January 7, 2013	School re-opens

NEXT MEETING DATE:	January 8, 2013	Board of Education Meeting 7:00 pm – West Campus Board Room
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ADJOURNMENT:

MOTION: Mr. Carey moved and Mr. Burgener seconded that the meeting be adjourned.
On voice vote, the motion carried

Mrs. Golan declared the meeting adjourned at 8:45 p.m.

Dick Block, Secretary

Date