

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
LAKE FOREST COMMUNITY HIGH SCHOOL DISTRICT 115
July 16, 2013**

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, July 16, 2013 and called to order at 7:20 p.m. at West Campus in the Board Room.

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

Dick Block, Vice President
Nicki Snoblin, Secretary
Monty Edson, Member
Ted Moorman, Member
Dave Schreiber, Member
Todd Burgener, President

Absent: John Powers, Member

Administration Present:

Michael Simeck, Superintendent
Allen Albus, Deputy Superintendent for Finance and Operations
Jennifer Hermes, Assistant Superintendent of Business Services
Dr. Andy Henrikson, Assistant Superintendent of Human Resources
Lauren Fagel, Assistant Superintendent of Curriculum, Instruction, Technology & Assessment
Barry Rodgers, Principal

PRESIDENT'S REPORT

Board President, Todd Burgener, called the meeting to order at 7:20 p.m. He announced that prior to this Open Session, the Board met in Closed Session for purposes of discussing matters related to the appointment, employment, compensation, performance or dismissal of specific employees of the District. Board action during closed session is prohibited and no action was taken.

Mr. Burgener welcomed new Principal, Barry Rodgers, to the District. He reported that 17 community members have applied for available openings on the Board's Education and Operations/Finance Committees. The Board has interviewed 3 community members and will have completed 4 more interviews by the end of this week as they move forward to fill the 2 openings on both committees. He thanked everyone who applied and encouraged all community members to look for opportunities to participate noting that the community is filled with quality people with a wealth of knowledge that could benefit the District.

SUPERINTENDENT'S REPORT

Mr. Simeck asked Mr. Rodgers to present his report to the Board. Mr. Rodgers said that he has been meeting with school and district leaders, staff and student leaders and people throughout the high school community. He reported that he's feeling a great deal of positive energy for the start

of the school year. He also said that he and his family have been discovering all that the community has to offer and that he is happy to be here.

Mr. Simeck thanked Mr. Albus for his ongoing efforts to engage our neighbors as the high school undertakes the very sizeable track project. Mr. Albus has met with neighbors to address their concerns on a number of occasions. Mr. Simeck announced the arrival of Dr. Andy Henrickson, a shared service employee, who will serve as Assistant Superintendent of Human Resources. Lauren Fagel, has joined the District as K-12 Assistant Superintendent of Curriculum, Instruction, Technology & Assessment, also a shared service position.

PUBLIC PARTICIPATION

Mrs. Nancy Thorner, 331 E. Blodgett Avenue, Lake Bluff, expressed her concerns about the Common Core Standards being implemented across the country and distributed a booklet "The Common Core, A Bad Choice for America" by Joy Pullman for The Heartland Institute.

REPORTS/DISCUSSION

There were no reports or discussions.

BOARD COMMITTEES

Education Committee

Mrs. Snoblin reported that the Board has interviewed some excellent people for the 2 new community member openings on the committee. The first scheduled Education Committee meeting is on Wednesday, September 4th at 1:30 pm at the high school.

Board Finance and Operations Committee

Mr. Block reported that the Finance and Operations Committee met on July 9th and heard a report from Mr. Albus regarding the tentative budget for fiscal year 2014. The Committee talked about the track replacement project, toured the site and viewed the detention pond area which has been dug down to its ultimate depth. They talked about alternate landscaping and fencing options in response to the community discussions that have taken place. Mr. Albus announced that another neighborhood meeting would be set up in the next few weeks to roll out a conceptual landscape plan for the detention area and the east parking lot at the rear of the school. The committee discussed the work on the Dectron unit and toured above the natatorium. Construction of a new building in the east parking lot for storage of landscaping equipment was also discussed.

LIAISON REPORTS

Mr. Moorman updated the Board on the recent NSSD meeting where participants discussed the governing structure. The structure currently consists of a Governing Board and an Executive Committee that includes all 18 member districts. They plan to eliminate the Governing Board and have the Executive Committee operate as a committee of the whole to insure that all districts are properly represented. The next meeting will be on August 29th.

ACTION ITEMS

7/16/13

Approval of Postage Machine Lease

Mr. DuBose reported that the leased postage meter and District-owned folder inserter used to process mail from the high school and the Administrative Center need to be replaced. Prices from 3 vendors have been obtained. He recommended that the District enter into an agreement with Pitney Bowes to lease a postage machine for a term of 63 months.

MOTION: Mrs. Snoblin moved and Mr. Block seconded that the Lake Forest High School District 115 Board of Education approve the Postage Machine Lease as presented.

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

ROLL CALL: Aye: Moorman, Block, Edson, Snoblin, Schreiber, Burgener
Nay: None

Motion Carried

Approval of Folding Machine Purchase

Mr. DuBose recommended purchasing a Pitney Bowes folding machine and paying a monthly maintenance fee for a period of 63 months instead of leasing a machine.

MOTION: Mr. Block moved and Mrs. Schreiber seconded that the Lake Forest High School District 115 Board of Education approve the folding machine purchase as presented.

ROLL CALL: Aye: Snoblin, Moorman, Block, Edson, Schreiber, Burgener
Nay: None

Motion Carried

Adoption of Resolution to Display the Tentative Budget 2013-2014

Mr. Albus reviewed the FY2013 Budget showing budgeted revenue and unaudited receipts. The variance is approximately \$343,000 to the positive which is less than 1% of budgeted revenues. On the expense side, budgeted expenses were \$43.8 million and actual expenses were \$42.8 million. He pointed out that the Decktron project originally in the budget was delayed for a year which accounts for the large variance in projected and annual. The actual variance without the Decktron project is roughly \$300,000 below budget which is less than 1% variance. The Tentative Budget will be on display from now until September. Mrs. Hermes described the 2013-2014 budget building process that begins in the spring with information gathering from the high school. Revenues are projected to be over expenses by \$698,000 which will help in rebuilding the District's fund balances. We are required to publish a notice that the Budget is on display for public inspection and that the Board will hold a formal Budget Hearing and adopt the Budget prior to September 30th. The notice is published and the Hearing is scheduled for Tuesday, September 17th at 7:00 pm prior to the Regular Board of Education Meeting.

MOTION: Mr. Edson moved and Mrs. Snoblin seconded that the Lake Forest High School District 115 Board of Education adopt the Resolution to Display the Tentative Budget 2013-2014 as presented.

ROLL CALL Aye: Edson, Moorman, Schreiber, Block, Snoblin, Burgener
Nay: None

Motion Carried

Approval of Administrative Enabling Agreement

Mr. Simeck reported that this is the final step in the process for approving Lauren Fagel as a District 115/District 67 shared service employee. District 67 has already approved Mrs. Fagel.

MOTION: Mr. Block moved and Mr. Moorman seconded that the Lake Forest High School District 115 Board of Education approve the Administrative Enabling Agreement as presented.

ROLL CALL: Aye: Snoblin, Edson, Moorman, Block, Schreiber, Burgener
Nay: None

Motion Carried

Approval of Student Athletic Participation

Tim Burkhalter, Athletic Director reported that the Illinois High School Association(IHSA) has a number of by-laws that govern student participation in athletics. The by-law in question allows students who have completed years 1 through 3 at the high school to be granted continued athletic eligibility in their senior year while they complete their last year in the academic program even though their parents have moved out of the District. We currently have a student who is seeking approval of continued eligibility. The following requirements must be met to obtain approval. The student, if not yet 18, must reside with a parent, custodial parent or non-custodial parent or court appointed guardian, the Board of Education must approve and there must be no evidence of undue influence. The transfer of guardianship is currently in the courts and there is no evidence of undue influence. Mr. Burkhalter recommended approval of the student's request.

MOTION: Mr. Block moved and Mr. Moorman seconded that the Lake Forest High School District 115 Board of Education approve the request for Student Athletic Participation as presented.

ROLL CALL: Aye: Edson, Snoblin, Block, Moorman, Schreiber, Burgener
Nay: None

Motion Carried

Approval Release of Executive Session Minutes January 2013-May 2013

MOTION: Mrs. Snoblin moved and Mr. Schreiber seconded that the Lake Forest High School District 115 Board of Education approve release of Executive Session Minutes from January 2013-May 2013 as presented.

ROLL CALL: Aye: Block, Moorman, Edson, Snoblin, Schreiber, Burgener
Nay: None

Motion Carried

Approval of Human Resources Report

Dr. Andy Henrikson reported that there are still a few vacancies to be filled including the Theater Direction position and a few Teaching Assistant positions. Mr. Simeck noted that one of the names on the original report has been withdrawn pending receipt of further information.

MOTION: Mrs. Snoblin moved and Mr. Moorman seconded that the Lake Forest High School District 115 Board of Education approve the Human Resources Report as presented with the exception of the previously reported name which will be withheld until the next meeting.

ROLL CALL: Aye: Snoblin, Block, Edson, Moorman, Schreiber, Burgener
Nay: None

Motion Carried

Approval of Consent Agenda

Mr. Burgener reported that the Consent Agenda includes:

Approval of Disbursements, Payrolls & Financial Statement June 2013
 Financial Reports: The List of Checks Written and Direct Deposit Payroll
 From June 6, 2013 to June 30, 2013:

Education Fund	\$1,102,281.50
Building and Maintenance Fund	209,272.09
Debt Service Fund = Bond/Interest Wire Pymts	9,687.51
Transportation Fund	46,723.54
Capital Projects Fund/ General	38,134.80
Procurement Card Expenses	117,805.40
Direct Deposit Payroll & Taxes	<u>4,212,142.63</u>
Total Expenditures	\$ 5,736,047.47

- Minutes of a Regular Meeting, June 11, 2013
- Minutes of an Executive Session, June 11, 2013
- Minutes of a Public Hearing, June 26, 2013
- Minutes of an Executive Session, June 26, 2013
- Minutes of a Special Meeting, June 26, 2013
- Disposal of Audio Recordings: November 8, 28, 2011

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

MOTION: Mr. Block moved and Mr. Moorman 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: Snoblin, Block, Edson, Moorman, Schreiber, Burgener
Nay: None

Motion Carried

FOIA REQUESTS:

Family Taxpayers Foundation, Commercial
Nancy J. Thorner, Resident
Nancy J. Thorner, Resident
Nancy J. Thorner, Resident

ANNOUNCEMENTS:

Friday, August 23
Monday, August 26
Monday, September 2

No Regular Meeting in August
Freshman Orientation
First Day of School All Students
Labor Day No School

NEXT MEETING DATE:

September 17, 2013

Board of Education Meeting
7:00 pm – West Campus Board Room

ADJOURNMENT:

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

Mr. Burgener declared the meeting adjourned at 8:10 p.m.

Nicki Snoblin, Secretary

Date