

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

November 15, 2016

CALL TO ORDER AND ROLL CALL

The regular meeting of the Board of Education was held at Lake Forest West Campus and called to order at 5:19 p.m. by Mr. Borkowski.

Board members present at roll call were:

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

Absent: Beth Clemmensen, Tom Ford, arrived at 5:22 p.m.

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO
Brittany Tjardes, Director of Business Services
Anne Whipple, Communications Consultant

Also Present: Eileen Faller, Board Clerk

RECESS REGULAR MEETING:

Mr. Borkowski asked for a motion to recess the regular meeting until the close of the Board Workshop.

MOTION: Mr. Novit moved, seconded by Mr. Folker 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.

On voice vote motion carried.

BOARD WORKSHOP:

The Board discussed District priorities including Deer Path West nurse's space and vestibules, Deer Path West, Haskins Center, Elementary Schools nurses' spaces and vestibules and Deer Path East nurse's space and vestibules with Mr. Simeck and Ms. Hermes. Mr. Simeck shared a first update of the Strategic Plan with the Board.

PUBLIC PARTICIPATION:

None

ADJOURN BOARD WORKSHOP:

MOTION: Mrs. Sands moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the Board Workshop at 6:50 p.m.

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 7:02 p.m.

Board members present at roll call were:

Rob Lemke, Member	Mike Borkowski, President
Kent Novit, Member	Beth Clemmensen, Vice President
Tom Ford, Member	Suzanne Sands, Member
Jeff Folker, Member	

Absent:

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO

Staff Present: Eileen Faller, Board Clerk

Guests who signed in: Diane Rener, and Sarah Truding, Deer Path Middle School

PRESIDENT’S REPORT

Mr. Borkowski stated that he often tries to use the President’s Report to focus the Board, the Administration, staff, parents and community on the Vision, Mission, and Milestones. The Board is currently in the midst of some exciting work that will hopefully accelerate progress towards that Vision in a significant way, and a vote would be taken on a large portion of that at the Board meeting.

Mr. Borkowski shared an example of what learning looks like in the new Vision. Two weeks ago, 6th, 7th, and 8th grade orchestra students had a unique and memorable experience when they spent two days rehearsing with Mark Wood, culminating in an incredible concert. Mark Wood is the founder of the Trans-Siberian Orchestra, is an Emmy-award winning creative genius, an international recording artist, and he also created a music education program named *Electrify Your Strings*, which was the program that the students experienced with him.

Mr. Wood’s program embodies the District’s Vision perfectly. The tagline of his program is *Igniting Potential – Inspiring Passion*, which sounds a lot like the District Vision statement. Mr. Borkowski heard some of Mark Wood’s discussion with the students, and shared that none of it was about notes on the page, but rather about empowering students to think and act creatively while building self-confidence.

Mr. Borkowski stated that he looked at our students' experiences through the lens of the District's Vision statement and saw a lot of overlap. Mr. Borkowski shared a video of the program that was entirely hands-on, with a very high-level of engagement. It was experiential versus just "another day in the classroom" and it literally extended the learning beyond the traditional classroom walls, as the students spent two full days on the main stage at the high school. It involved world-class talent, with the talent not only teaching the students, but participating alongside the students. Parents speak about owning the dinner conversation and this certainly happened here. The Assessment Milestone was achieved, as the students truly took the ultimate multi-dimensional assessment in front of 500 people, although Mark Wood prefers the term rock concert, over multi-dimensional assessment.

Another milestone in the Vision is Partnership and this program had everything to do with partnerships. The Deer Path Middle School Fine Arts Department, led by Tom Cardamone, Sarah Truding, and Diane Rener, partnered with the Spirit of 67 and Applause, which is the high school's booster club for fine arts. Due to the financial support of the Spirit and Applause, this program became a reality. Mr. Borkowski gave a special thanks to both the Deer Path Middle School Fine Arts staff and the Spirit of 67.

Mr. Borkowski spoke to many students during and after the program, and one comment really stood out. One student who was ecstatic about the experience simply said, "I am so sad it is over." For those two days, the entire group of students couldn't wait to get to school. For those two days, our District's Vision became a reality. Mr. Borkowski hoped this was not just a once-in-a-lifetime experience and that the adult leaders charged with achieving the vision can use it to better understand what the future of education at District 67 might look like. A tangible measure of success might be that instead of hearing "I'm so sad it is over," we hear students saying, "That was awesome, and I can't wait to come to school tomorrow for my next adventure." That is what the Vision looks like.

Mr. Borkowski presented a video of the Deer Path Middle School Orchestra playing Eleanor Rigby alongside Mark Wood as one section of the student's Final Assessment. Mr. Wood joined the Board meeting via video link for some Q&A and stated that students must be engaged at a much higher level. Music is the ultimate in engagement to another person and is a critical stepping-stone to being successful in life. Mr. Borkowski stated that the program is an amazing example of the District's Mission and Vision.

Mr. Borkowski advised that the District has initiated a fun way to recognize staff through random acts of kindness by handing out small tokens of appreciation and recognized Mr. DuBose and Mrs. Epcke for the technology work they had done for the Board meeting.

SUPERINTENDENT'S REPORT

Mr. Simeck stated that it was Board Appreciation Day and thanked the Board for their commitment and dedication to the students, staff and community of District 67. Board members give up their family time and share their talents to ensure students are provided an exemplary education that not only prepares them for college or career but also to be leaders in the 21st century. Mr. Simeck stated that the School Board is the purest form of democracy.

Mr. Simeck reported that a letter was sent out regarding PSAT testing for grades 8/9 that will be used as a baseline from which students can grow. Students registering for Lake Forest High School can take the test at the Lake Forest High School West Campus on either December 3 or December 10 from 8:45 a.m. – 12:00 p.m. The state has changed from the ACT to the SAT suite of tests. 8/9 grades will take the PSAT8/9, PSAT for sophomores and juniors and SAT for seniors.

Mr. Simeck attended a Superintendents conference where they were learning new things including Twitter, you can now follow him @msimeck. He demonstrated Photomath, Google Earth and Blooms Taxonomy showing the difference between previous ways of learning to today's inquiry based learning.

PUBLIC PARTICIPATION

None

REPORTS

Mr. Simeck gave an update on the Strategic Plan and shared that there are three very substantial key updates, including Inquiry – the goal is to have 14 units of Inquiry, the District has 6 units at this time. Inquiry means a move from teachers lecturing to teachers as facilitators for students. Social Emotional wellbeing is the toughest Milestone to define. Ingrid Wiemer and Emilie Correa are working with groups of teachers to define Social Emotional growth. Readers Workshop – 73 teachers flew to Columbia Teachers College, and groups of teachers and staff went to Columbia University to learn from the best in the business. Workshop is defined as small groups of instruction, students are inspired and teachers work with them in small pods or individually.

BOARD COMMITTEES

Board Education Committee – Beth Clemmensen, Jeff Folker, Suzanne Sands
The Education Committee had not met. The next meeting is scheduled for December 7, 2016, in Seminar A, West Campus, at 8:15 a.m.

Board Finance and Operations Committee – Rob Lemke, Tom Ford, Kent Novit
Mr. Lemke stated that the Finance and Operations Committee met on November 8 to discuss financing options for the *Grand Plan*. Jennifer Hermes, Brittany Tjardes and the administration did a great job of speaking about funding opportunities. Board members felt very confident on what was to be voted on later in the Board meeting.

The next Finance and Operations Committee meeting is scheduled for Tuesday, January 17, 2017 at 8:00 a.m. at West Campus to primarily discuss the audit.

Board Policy Committee - Jeff Folker, Suzanne Sands, Kent Novit

The Policy Committee met on Tuesday, November 15 to review a draft of a Kindergarten Waiver policy for At-Risk Students and agreed that further clarification was needed prior to sending to the Board attorney and before presenting to the Board for approval. The Policy Committee also reviewed policies listed as reserved by both District 67 and 115. The Committee agreed not to bring any of the reserved policies to the Board for approval as they added little or no value to what is already in place within the District.

Compensation Committee – Tom Ford, Rob Lemke, Mike Borkowski

The Compensation Committee meeting scheduled for November 14 was cancelled.

Joint Shared Services Committee – Mike Borkowski, Beth Clemmensen

The Joint Shared Services Committee had not met.

Board Operating Procedures Committee

Mr. Folker reported that the Board Operating Procedures Committee had met on Wednesday, October 26 and Tuesday, November 15, 2016. At the October 26 meeting, the committee completed Section 1 of the Board Operating Procedures manual and agreed to draft a Charter to be presented and approved at the November Board of Education meeting. At the November 15 meeting, the committee agreed upon a Board Operating Procedures Committee Charter to be presented at the November Board meeting, and began working on Section 2 of the manual. The next meeting is scheduled for November 29, 2016 at 6:00 p.m. in West Campus.

DISTRICT COMMITTEES

North Suburban Special Education District - Suzanne Sands

Mrs. Sands reported that the NSSSED Leadership Council met on November 9, 2016.

Dr. Schneider provided a journal article in the board packet entitled "*Segregated Programs Versus Integrated Comprehensive Service Delivery for All Learners.*" He also presented a history of education and specifically how special education has factored into that history. He spoke about what has been learned in the past 40 years or so and what current research is converging on as best practices not only for special education students, but for all students. He highlighted the fact that our schools have become places filled with countless special programs to support a variety of student needs most of which result in lots of pull out time. He also addressed the outcomes that result from these segregated learning environments: 1) tracking by race, economics, language or ability; 2) fragmentation of a student's day; 3) too much time spent determining who receives services and who will not; 4) labeling of the student and the family; 5) fracturing of the curriculum for these students; and, 6) it being the most expensive way to deliver services.

Heather Miehl shared some take aways from a conference at Apple Headquarters in Cupertino that she and two other NSSED staff members were invited to attend. Andy Piper reported on what he learned about teacher compensation trends at a recent national conference.

The Leadership Council approved the opening of an additional Early Childhood Classroom since current possible referrals that are anticipated to start in December will potentially fill all available capacity and more are anticipated. These programs currently only serve member districts and that is also true historically. NSSED is preparing to enter contract negotiations with the teaching staff. The Leadership Council has recommended that they seek input from member districts with regard to their contract negotiations in addition to simply collecting salary schedules.

During last month's visit to the new Transition Center, staff expressed the need for employment/business contacts in communities to better assist job development staff with their search for paid employment opportunities for individuals with disabilities. Each Council member was asked to provide contacts from their own personal network that could potentially be approached about the concept of employment for students with disabilities. Mrs. Sands extended the request to the District 67 Board.

The next Leadership Council Meeting is scheduled for December 14, 2016 at 7 p.m.

Legislative Liaison – Beth Clemmensen
No report was presented.

Spirit of 67 Foundation – Suzanne Sands

The Spirit of 67 Foundation Board met on Tuesday, November 8, 2016. In honor of the founding president, Dorothy Chantler, a fund has been created as a means to address time sensitive and important opportunities that arise outside of the annual grant cycle. Anyone may apply for a grant from this fund, but the requests must be under \$1,500 and must be time sensitive. All other grant requests should be submitted through the regular process. Each request must be reviewed and supported by the building principal and will then be evaluated by the Grants Committee to ensure alignment with the Spirit of 67 Foundation mission. An application will soon be posted on the Spirit of 67 Foundation website.

Molly Sarver shared some information with the Spirit of 67 Foundation Board with regard to a potential 30 Year Anniversary gift from the Spirit to the District for use towards the Haskins Center Renovation in the amount of \$250,000. Mr. Simeck shared some information with the board about the project. The board will be voting on this gift at the February meeting. To date the Spirit has received over \$93,000 in donations and 39% of families in the district are on the donor list for 2016-2017.

This fall students across the district have benefitted from numerous grants that have provided a wide variety of educational experiences. Some important dates include the Faculty Revue on February 10, 2017 and Opening Doors for Education Home Tour scheduled for May 4, 2017.

Executive APT – Jeff Folker

Mr. Folker reported that the District 67 APT Executive Board met on November 9 at West Campus. Mr. Simeck advised the Board that he is now on Twitter and can be followed @ msimeck and he sought feedback and input on the inclusion of social and emotional growth measurements on the proposed “Personalized Learning Profile.”

The DPM APT Book Club is sponsoring a discussion of the book “How to Raise an Adult,” written by Julie Lythcott-Haims to be held on Wednesday, November 30 at 1:00 p.m. in the Cube at Deer Path Middle School East. All are welcome and anyone interested in participating may purchase the book at the Lake Forest Book Store for 10% off, by mentioning the DPM APT book club. Cherokee held it’s annual “Spookfest” on Friday, October 28. A “Mandarin Information Night” was scheduled for Wednesday, Nov. 16 at Cherokee from 6:30-7:15 p.m., any families interested in participating in the Mandarin program were invited to attend as teachers and staff were sharing information about the program.

Everett’s annual Veteran’s Day event was held on Friday, November 11. Students were invited to bring family members or friends who are veterans to school to be honored in the classrooms and at a school-wide assembly. Sheridan students honored local veterans on Friday, November 11 and heard from Colonel J. E. Gross(R) about the origin and purpose of Veteran's Day. They also acknowledged family members of Sheridan students who are veterans, as well as current parents that are active service members.

The Thanksgiving Food Drive was extended to November 17. Food sorting started on November 15 and continued on Thursday November 17.

Over \$16,500 of Spiritwear has been sold so far this school year. Directories were sent out to families in late October. The program “Barrel of Monkeys” was initiated with all of the 4th grade classes this past month. A presentation of their work will be held in December. The Emotional Wellness and Parent Awareness committees have been combined into a new “Student-Parent Awareness” committee. The D67 E-Pulse newsletter was sent to all District families in October. It included a survey asking for parent input regarding suggestions/topics for a proposed “Speaker Series.” If you did not receive the e-mail, please visit your school’s website and follow the link to the newsletter. Children’s author, Candace Fleming, was in the elementary buildings. Ms. Fleming presented to all kids K-4 and brainstormed with them about how to “collect story seeds” and the writing process in general.

The next meeting of the APT Executive Board is scheduled for Wednesday, January 11 at West Campus.

PUBLIC PARTICIPATION

None

ACTION ITEMS:

Approval of Tentative Levy

Ms. Hermes advised that the annual Tax Levy is limited by the Consumer Price Index, which for this year is .7% , about \$219,000.

MOTION: Dr. Lemke moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Tentative Levy

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Accelerating the Vision Summary for 2017 Summer Projects

Mr. Borkowski advised that the Board and administration have been working over the past several months on District priorities, or accelerating towards the District 67 Vision. The administration put forth a recommendation to the Board with a variety of projects. On the education side items involve hiring 1(one) lifeskills and 3(three) Special Education teachers and 2(two) instructional coaches this year with the possibility of more in future years. In terms of capital projects being completed next summer there is the Haskins Center refurbishment in the amount of \$1.9m, furniture and classroom transformations \$500,000, Deer Path East nurse's space and vestibules \$870,000, elementary vestibules with all traffic through the offices \$750,000, Deer Path West vestibules and nurse's space \$650,000, Cherokee and Sheridan playgrounds \$400,000 and a future spaces plan, bringing in experts to ensure the District has one cohesive plan, \$50,000. The projected completion date for the projects is September 1, 2017, however, if obstacles arise the dates may be changed. The administration recommends financing the \$5M using a combination of the fund balance, cash from operating revenue and using debt. The timing of the future spaces plan is targeted for late winter early spring and if other items come up from that plan there would still be an opportunity to issue new debt while rates are very low. This plan gives the administration the opportunity to move forward but gives the Board a lot of flexibility with each and every one of these projects. Mr. Ford clarified that the list of projects the Board is voting on is just a first step, not a permanent vote.

MOTION: Mrs. Clemmensen moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Accelerating the Vision Summary for 2017 Summer Projects

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Updated Perkins and Will proposal for Deer Path West Nurse's Space and Vestibules, Elementary Schools Nurses' Spaces and Vestibules and Deer Path East Nurse's Space and Vestibules

MOTION: Mr. Ford moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Updated Perkins and Will proposal for Deer Path West Nurse's Space and Vestibules, Elementary Schools Nurses' Spaces and Vestibules and Deer Path East Nurse's Space and Vestibules

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.

Approval of Administrative Recommendation for Development of Furniture/Classroom Transformation Plan for Summer 2017

MOTION: Mr. Folker moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Administrative Recommendation for Development of Furniture/Classroom Transformation Plan for Summer 2017

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

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

Nays:

Absent:

The motion carried unanimously.

Approval to Table Policy on Waiver of Kindergarten Tuition for Students At-Risk – First Reading

MOTION: Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, table the First Reading of Policy on Waiver of Kindergarten Tuition for Students At-Risk – First Reading

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 Board Operating Procedures Committee Charter

MOTION: Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Board Operating Procedures Committee Charter

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 Human Resources Items

MOTION: Mr. Novit 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: Borkowski, Lemke, Clemmensen, Novit, Sands, Ford, Folker

Nays:

Absent:

The motion carried unanimously.

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 October 2016

Education Fund	\$201,516.40
Building and Maintenance Fund	201,370.63
Debt Service Fund	-
Debt Service Fund - Bond/Interest Wire Pyts	-
Transportation Fund	102,347.63
Capital Projects Fund	319,470.40
Procurement Card Expenses	215,037.88
Insurance Premium Wire Pyts	269,076.70
Direct Deposit Payroll and Taxes	<u>1,647,300.10</u>

Total Expenditures \$2,956,119.74

Approval of Minutes of A Regular Meeting and Workshop, October 25, 2016
Disposal of Audio Recordings: February 10, 2015

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

Absent:

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA)

Mr. Dan Lichtenstein-Boris, Union

Better Government Association

Pending: Elizabeth Gordon, Non-Resident

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

November 23-25, 2016

Thanksgiving Break – No School

Tuesday, December 13, 2016

Board of Education Meeting – 7:00 p.m.

West Campus Board Room

ADJOURNMENT

MOTION: Mr. Novit moved, seconded by Mrs. Sands 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 8:25 p.m.

Mike Borkowski, President Date

Kent Novit, Secretary Date