

**MINUTES OF A REGULAR MEETING AND WORKSHOP
OF THE BOARD OF EDUCATION
CITY OF LAKE FOREST SCHOOL DISTRICT 67
February 28, 2017**

CALL TO ORDER AND ROLL CALL

The regular meeting of the Board of Education was held at Sheridan School, 1360 N. Sheridan Road and called to order at 5:15 p.m. by Mr. Borkowski.

Board members present at roll call were:

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

Administration Present:

Mr. Michael Simeck, Superintendent
Ms. Jennifer Hermes, Assistant Superintendent of Business Services/CSBO
Mrs. Anne Whipple, Communications Consultant
Mrs. Brittany Tjardes, Director of Business Services
Mrs. Rebecca Jenkins, Assistant Superintendent of Growth, Talent, and Human Resources
Ms. Susan Milsk, Director of Teaching and Learning

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 Draft Vestibule Procedures with Dr. Wiemer with focus on Deer Path East entryways. Dr. Wiemer advised that she had discussions with Mr. Cardamone, Deer Path Middle School East, Principal, and Mrs. White, Director of Building and Grounds, regarding improved signage on visitor and staff parking locations.

Ms. Milsk gave the Board follow-up presentation on ECRA, regarding student growth and advised that more complete data would be available in the Spring when student growth could be assessed based on Spring to Spring data. Ms. Milsk advised that teachers know how students are doing and what needs to be done, decisions are made with teachers and administrators on how to improve growth on an individual basis. Discussion will continue at a future Board workshop.

Ms. Hermes gave the Board an update on what is happening across the District with regard to the Future Spaces Plan, and referenced a letter from Perkins and Will that is in the Board packet. Furniture will be delivered from four(4) furniture dealers in order to test out approximately twenty furniture lines and get feedback. Pepper Construction met with Mrs. White. The action item on the Board agenda would approve \$77,000 for the next steps on site improvements and playgrounds. Recommendations regarding final bid costs will be available in April.

During the Board member input portion of the workshop Mr. Borkowski advised that a workshop has been scheduled for March 20, to discuss the Board Operating Procedures Manual. A separate workshop will be scheduled in April to discuss 8th Grade achievement.

PUBLIC PARTICIPATION:

There was no public participation.

ADJOURN BOARD WORKSHOP:

MOTION: Mr. Folker moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the Board Workshop at 6:40 p.m.

On voice vote motion carried.

ADJOURN TO EXECUTIVE SESSION:

MOTION: Mr. Ford moved, seconded by Mr. Folker at 6:42 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: Folker, Sands, Borkowski, Lemke, Clemmensen, Novit, Ford

Absent:

Nays:

The motion carried unanimously.

RETURN TO OPEN SESSION:

MOTION: Mr. Folker moved, seconded by Mr. Novit that the Board of Education Lake Forest School District 67, Lake Forest Illinois, return to Open Session at 6:58 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 7:01 p.m.

Board members present at roll call were:

Suzanne Sands, Member

Beth Clemmensen, Vice President

Mike Borkowski, President

Kent Novit, Secretary

Tom Ford, Member

Jeff Folker, Member

Rob Lemke, 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 Resources

Ms. Susan Milsk, Director of Teaching and Learning

Staff Present: Eileen Faller, Board Clerk

Guests: Katie Copenhaver, Lake Forest Leader, Melissa Dett, Champions, Eileen Swartout, Parent

PRESIDENT'S REPORT:

Mr. Borkowski thanked Sheridan School for hosting the Board meeting and shared his sadness over the loss of Mr. Scott Bliler, a cherished, longtime Special Education teacher at Deer Path Middle School. Mr. Bliler touched the lives of many students in the community and will be missed by all who knew him and sent his condolences to Mr. Bliler's family.

Mr. Borkowski stated that during the past few months he has spoken about Milestone #6, Environment, and wanted to speak about Milestone #5, Partnership, *“Effective, transparent and proactive communication fosters a high trust partnership among the Board, faculty, staff, parents and community.”* One of the most visible partnership is with the Spirit of 67, the Spirit has donated over \$4M to District 67 over the past 30 years. Mr. Borkowski recognized the Spirit of 67 for approving a gift of \$250,000, towards the Haskins Center Renovation Project, to provide technology and furnishings for a reimagined learning environment, in addition to the normal funding of \$200,000. The donation will support the Environment, Achievement, Instruction and Talent Milestones. The Deer Path Middle School Talent Show raised over \$4,000, in partnership with the Spirit of 67. Mr. Borkowski shared a video clip of the talent show.

SUPERINTENDENT’S REPORT:

Mr. Simeck reported that there would be a special showing of “Most Likely to Succeed” at the Lake Forest High School Auditorium on Wednesday, March 1, 2017 at 7:00 p.m. The CSCI survey will be sent out to all parents, staff and students to be completed by Thursday, March 3. The survey is completed every other year and the information gleaned from the survey is used to guide actions.

PUBLIC PARTICIPATION:

There was no public participation.

REPORTS:

Mr. Simeck introduced Mrs. Rebecca Jenkins, Assistant Superintendent of Growth, Talent and Human Relations, and Ms. Susan Milsk, Director of Teaching and Learning, who presented on the Strategic Plan, combined with the English Language Arts update. Four components that were highlighted were the ELA Reading and Writing Workshop, Implementation and focus on Social Emotional Learning Standards, a review of the D67 Mentor Program and work done on implementation of the Inquiry Based approach, tied to the Instructional Milestone. Christine Perry, Literacy Teaching and Learning Facilitator and Lisa Gross, Explore Teacher at Sheridan, spoke about the impact of the Reading Workshop on students. Emilie Correa, Emotional Wellness Coordinator, and Jackie Pangilinan, Social Worker at Deer Path Middle School, presented on the Social Emotional Learning instruction taking place in the District, and Tracy Franksen, Reading Specialist and Mentor Program Coordinator, spoke about the positive effect of the mentoring program on new teachers who observe as well as being observed. Renee Fitzsimons, Inquiry Teaching and Learning Facilitator, presented on Inquiry based learning.

BOARD COMMITTEES:

Board Education Committee – Beth Clemmensen, Jeff Folker, Suzanne Sands
Mrs. Clemmensen reported that the Education Committee met on February 22, in Seminar A, West Campus, at 8:15 a.m. Minutes from the January meeting were approved.

At the meeting Dr. Weimer, Mrs. Correa and Mrs. Pangilinan gave an overview on the work being done on Social Emotional Learning (SEL.) Specifically, the team outlined the five competencies of SEL that will be used as goals for the work. These competencies were initially developed by the state of Illinois, and adopted into School Policy. The team felt the state goals best aligned with District 67 goals. The five goals are Self-Management, Self-Awareness, Social Awareness, Relationship Skills and Responsible Decision-Making. District 67 created a Social Emotional Learning task force to help address the standards across all grade levels and subject areas.

Deer Path Middle School Principals provided an update on ELO time at the middle school. The team is currently evaluating the courses offered and how best to proceed moving forward to Inquiry based learning. The next ELO day is currently being planned for the day before spring break.

Renee DeVore and Rebecca Jenkins presented on 8th grade achievement in relation to looping. Susan Milsk presented the Committee with a report on the Lucy Calkins Reading and Writing Curriculum. The next Education Committee meeting is scheduled for Wednesday, April 19, 2017 at 8:15 a.m. in Seminar A, West Campus.

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

Dr. Lemke reported that the Finance and Operations Committee met on February 14, 2017. The main order of business was the Audit that is an action item for acceptance on the Board meeting agenda. Dr. Lemke pointed out that there were no issues or concerns. The Committee discussed funding for future projects, and a transportation issue. The next Finance and Operations Committee meeting is scheduled for March 7, to consider year end projections.

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

Mr. Folker reported that the District 67 Policy Committee met in a joint session with the District 115 Policy Committee on Tuesday, February 7 at 8:00 a.m. in the West Campus building. The purpose of this meeting was to review PRESS Issue 93, as well as discuss District 67 policies 6:30, Organization of Instruction and 6:90, Kindergarten.

Recent legislative and regulatory initiatives have created necessary changes to policies, as a result, the amount of material in PRESS Issue 93 topped out at an unprecedented 142 recommended changes to policy. Both District 67 and District 115 Policy Committees decided that Policy 2:125, Board Member Expenses and Policy 5:60, Employee Expenses, impacted by the passage of the Local Government Travel Expense Control Act, required further investigation and discussion.

District 67 Policy Committee reviewed Policy 6:30, Organization of Instruction, and Policy 6:90, Kindergarten, impacted by the implementation of the Kindergarten fee waiver for academically at-risk students.

Compensation Committee – Tom Ford, Rob Lemke, Mike Borkowski

The Compensation Committee had not met.

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 is scheduled to meet on March 2 to complete edits on the Board Operating Procedures manual that will be presented to the full Board at a Board workshop scheduled for March 20.

DISTRICT COMMITTEES:

North Suburban Special Education District - Suzanne Sands

Mrs. Sands reported that the NSSED Leadership Council met on February 8, 2017.

Dr. Schneider shared an article “Getting Schools Ready for the World” by Will Richardson as recommended reading and a video “How to Move the County to Inclusion” as recommended viewing.

Dr. Schneider provided an update on several items including the current conversations related to contract negotiations, he advised that he is in ongoing discussions regarding the development of a formal process for strategic planning and has spoken with Dr. Linda Hanson about serving as the facilitator. Discussions are ongoing regarding the possible purchase of the Rubloff building and the maintenance concerns and lease expiration at NSAE.

As part of the Leadership Council’s learning in preparation for strategic planning later this summer/fall, the Superintendents of the Northern Region of NSSED presented their views and opinions related to NSSED. The group articulated their passion for all learners and spoke to their vision of the role of the cooperative in helping them in their work. Each regional NSSED Superintendent group is scheduled to share their opinions with the Leadership Council this spring.

Dr. Schneider spoke about the opportunity that is present to look at the current organizational chart in light of retirements and changes in administrative staff. He proposed a title change for Director of Program and Services to Director of Instructional Design and Innovation.

Mr. Andy Piper explained how a proposed addition to the NSSED cabinet of a Director of Next Generation Technology and Data Services could be made in a cost neutral way. Mr. Piper also presented edits that have been made per the recommendation of the Policy Committee to help provide clearer and more consistent language to the Articles of Agreement. The Leadership Council will be asked to vote on the recommended changes to the Articles of Agreement at the March 8, 2017 meeting.

The Leadership Council Expense Policy, Office Support Retirement Program, and Retirement Requests were unanimously approved. The motion to approve the position of Next Generation Technology and Data Services was approved.

Mrs. Sands attended the Advisory Committee meeting on February 15. Historical information about the Rubloff building and an update on contract negotiations were provided. The next meeting is scheduled for March 8, 2017. Mr. Simeck will be attending as the Superintendent representative for the Northern Region.

Legislative Liaison – Beth Clemmensen

Mrs. Clemmensen reported that she had received an alert from ED-RED regarding state discussions on SB13, part of the budget packet that contains a two-year freeze on property taxes that would affect all governing bodies ED-RED will keep the District apprised.

Spirit of 67 Foundation – Suzanne Sands

Mrs. Sands reported that the Spirit of 67 Foundation Board, met on February 14, 2017. The Nominating Committee presented the slate for the 2017-18 Spirit of 67 Foundation Board for approval. Molly Sarver gave a brief presentation providing an overview of communications that had been shared with the board of directors since the last meeting in November. Mike Borkowski, District 67 Board President, was invited to speak about the Haskins Center project. After a brief discussion, the board voted to approve a gift of \$250,000 to be used for technology and furnishings for the reimagined Haskins Center. To date the Spirit has received over \$126,000 in donations and approximately 42% of families in the district are on the donor list for 2016-17.

The Visiting Scientist program, in its' second year, was a big hit in January. Part one of the Visiting Scientist Program happened across all of the 3rd and 4th Grade classrooms in District 67. Discovery World hosted classroom-based workshops. Mad Science put on fun, interactive, demonstration assemblies at each elementary building grades K-2. 5th Grade Fine Art program, Olympiaganza, and 7th and 8th grade Tom Sawyer, were performed at Deer Path Middle School this past month. Numerous grants supporting collaboration, creativity and critical thinking have been implemented across the district.

On Friday, February 10, District 67 Staff and the Spirit of 67 Foundation hosted the Faculty Talent Show and just over \$4,000 was raised. Homes have been secured and the work of getting sponsors, and advertisers is underway for the Home Tour. This year there will be a cash raffle with 67% going to the Spirit and 33% going to one lucky winner.

APT Executive Board – Jeff Folker

Mr. Folker reported that the District 67 APT Executive Board held its meeting on Wednesday, February 8, in the Board Room, West Campus. The APT Executive Board slate for the 2017-19 school year was announced and will be voted on at the APT annual meeting scheduled for Wednesday, March 8, 9:00 a.m. at CROYA. All District 67 APT members are invited to attend.

The Deer Path Middle School APT sponsored a high school panel at their February meeting. They invited seven Lake Forest High School seniors to provide parents with their perspective relating to navigating life at the high school. Winterfest was held at Cherokee and Everett Schools on Friday, February 3.

Sheridan also had its "Exploration Day" on February 16 where parents and community members came to school to share their talents with the students during breakout sessions throughout the school day.

The Emotional Wellness and Parent Awareness committee sponsored the first speaker in their 2017 speaker series on February 22. Dr. Elizabeth Lombardo presented on "Dealing with a Moody Child" at the Cube in DPM-East. March is National Nutrition Month, this year's theme in District 67 is "Best Fork Forward, Eat the Rainbow." Plans are to put posters around the schools highlighting the benefits of putting color in your diet and on your plate. The APT annual meeting will take place on Wednesday, March 8, at CROYA.

PUBLIC PARTICIPATION:

There was no public participation.

ACTION ITEMS:

Approval of Intergovernmental Agreement for the Sharing of Student Data between Lake Forest School District 67 and Lake Forest Community High School District 115 for Educational Purposes

MOTION: Mr. Novit moved, seconded by Mrs. Clemmensen that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Intergovernmental Agreement for the Sharing of Student Data between Lake Forest School District 67 and Lake Forest Community High School District 115 for Educational Purposes

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Construction Drawing Authorization including \$77,000 for Sheridan and Cherokee Site Improvement and Playground Projects

MOTION: Mrs. Sands moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Construction Drawing Authorization including \$77,000 for Sheridan and Cherokee Site Improvement and Playground Projects

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.

Adoption of Resolution declaring the intention to issue \$1,500,000 Working Cash Fund Bonds of the District for the purpose of increasing the Working Cash Fund of the District, and directing that notice of such intention be published in the manner provided by law

MOTION: Dr. Lemke moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution declaring the intention to issue \$1,500,000 Working Cash Fund Bonds of the District for the purpose of increasing the Working Cash Fund of the District, and directing that notice of such intention be published in the manner provided by law

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 2018-2019 Calendar

MOTION: Mr. Novit moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve 2018-2019 Calendar

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 Policy 6:30, Organization of Instruction – First Reading

MOTION: Mrs. Sands moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Policy 6:30, Organization of Instruction, First Reading

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.

Approval of Policy 6:90, Kindergarten – First Reading

MOTION: Mr. Folker moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Policy 6:90, Kindergarten, First Reading

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of PRESS Issue 93 – First Reading

MOTION: Mrs. Sands moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve PRESS Issue 93, as presented

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Human Resources Items

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

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 January 2017

Education Fund	\$271,337.36
Building and Maintenance Fund	183,692.93
Debt Service Fund	-
Debt Service Fund - Bond/Interest Wire Pyts	-
Transportation Fund	69,216.14
Capital Projects Fund	130,616.00
Procurement Card Expenses	58,720.67

Insurance Premium Wire Pyts	283,449.49
Direct Deposit Payroll and Taxes	<u>1,611,600.29</u>
Total Expenditures	<u>\$2,608,632.88</u>

Approval of Minutes of A Regular Meeting and Workshop, January 24, 2017
 Approval of Minutes of An Executive Session, January 24, 2017
 Approval of Minutes of A Board Workshop, February 2, 2017
 Disposal of Audio Recordings: May 4, 2015

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

The motion carried unanimously.

FREEDOM OF INFORMATION ACT (FOIA):

Joanna Marshall, Resident, Status complete
 Douglas R. Jones, Resident, Status complete
 Joanna Marshall, Resident, Status complete

FUTURE AGENDA ITEMS:

ANNOUNCEMENTS:

Wednesday, March 1, 2017	Most Likely to Succeed – 7:00 p.m. LFHS RMA
Thursday, March 9, 2017	Conferences 4:00 – 8:00 p.m. – Full Day of School
Friday, March 10, 2017	Conferences – No Student Attendance
Tuesday, March 21, 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.

ADJOURNMENT:

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

On voice vote, motion carried.

Meeting adjourned at 8:35 p.m.

 Mike Borkowski, President Date

 Kent Novit, Secretary Date