

**MINUTES OF A REGULAR MEETING AND WORKSHOP
OF THE BOARD OF EDUCATION
CITY OF LAKE FOREST SCHOOL DISTRICT 67
DECEMBER 15, 2020**

Governor Pritzker recently extended the disaster declaration related to the COVID-19 pandemic for all Illinois counties to January 10, 2021. Based on the current public health concerns, the Board President of Lake Forest School District 67, as head of the public body, has determined that it is neither practical nor prudent to hold an in-person meeting of the Board of Education on December 15 2020. The Board President has further determined that it is not feasible for the public to be present at the public body's regular meeting location due to the health concerns related to COVID-19. This Board meeting will be remote and comply with the procedures set forth in Public Act 101-640 that Governor Pritzker signed on December 11, 2020.

The regular meeting of the Board of Education was held virtually and called to order at 5:15 p.m. by Mr. Engelland.

Board members present at roll call were:

Jeff Folker, Member	Alice LeVert, Secretary
Suzanne Sands, Member	Richard Chun, Member
Carl Kirar, Member	Justin Engelland, President
Rob Lemke, Vice President	

Absent: None

Administration Present:

Michael Simeck, Superintendent
Jennifer Hermes, Chief Operating Officer/CSBO
Rebecca Jenkins, Deputy Superintendent
Melissa Oakley, Chief Communications Officer
Jordan Salus, Chief Technology Officer

Also Present: Julia Polszakiewicz, Board Clerk

Guests: None

Public Participation:

There was no public participation.

Adjourn to Executive Session:

Motion: Mrs. Sands moved, seconded by Mr. Kirar, 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 or a

complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

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

Ayes: Engelland, Sands, Folker, Lemke, LeVert, Kirar, Chun

Nays:

Absent:

The motion carried unanimously.

Adjourn Executive Session:

Motion: Mr. Kirar moved, seconded by Mr. Folker, that the Board of Education, Lake Forest School District 67, Lake Forest Illinois, adjourn Executive Session at 6:49 p.m.

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

Ayes: Sands, Engelland, LeVert, Folker, Kirar, Lemke, Chun

Nays:

Absent:

The motion carried unanimously.

Re-Open Regular Meeting:

Mr. Engelland 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:

Rob Lemke, Vice President
Justin Engelland, President
Richard Chun, Member
Jeff Folker, Member

Carl Kirar, Member
Suzanne Sands, Member
Alice LeVert, Secretary

Absent: None

Administration Present:

Mr. Michael Simeck, Superintendent
Mrs. Rebecca Jenkins, Deputy Superintendent
Ms. Jennifer Hermes, Chief Operating Officer/CSBO
Dr. Jeff McHugh, Director of Teaching and Learning
Mrs. Renee Fitzsimmons, Director of Innovation
Mrs. Melissa Oakley, Chief Communications Officer
Mr. Thomas Herion, Principal, Deer Path Middle School
Dr. Angela Sopko, Principal, Everett School
Ms. Susan Milsch, Principal, Sheridan School
Mr. Lucas Livingston, Principal, Cherokee School
Mrs. Kate Cavanaugh, Executive Director of Student Services
Dr. Michelle Shinn, Director of Student Services and School Improvement
Mrs. Megan Eigenrauch, Associate Principal, Deer Path Middle School

Mr. Samuel Paulsen, Associate Principal, Deer Path Middle School
Dr. Diane Rener, District 67 Teacher and District 67 COVID-19 Metrics Advisory Council Member
Mr. John Zilka, District 67 COVID-19 Metrics Advisory Council Member

Staff Present: Julia Polszakiewicz, Board Clerk

Guests who signed in: None

President's Report:

Mr. Engelland, Board President, stated that the goal of the Board meeting was to clarify when the District would return to in-school learning and how that decision would be made.

In late October, the Board asked the Superintendent to clarify the District's criteria for making decisions about in-person and remote-only learning and to involve parents and teachers in that process. Since then, the District 67 COVID-19 Metrics Advisory Council was formed and had worked to provide more transparency around the process. The Council would report on their recommendations later during the Board meeting to discuss how the work of the Council would be used in making decisions about returning to school in January. On behalf of the Board, Mr. Engelland thanked the teachers, parents, medical professionals, and staff who dedicated many hours to that effort.

Mr. Engelland also commented on the communication that was sent out on his behalf regarding the resignation of Superintendent Simeck, effective July 1, 2021 for a position with Deerfield District 109. He thanked Mr. Simeck for his nine years of service to the District. The District would be defining a search process to identify the next Superintendent. Details would be forthcoming but the principles that would guide the work included transparency, broad community engagement, and the District's mission would serve as guidance.

Mr. Engelland stated that he believed transitions created opportunities and that transitions happen for a reason. This was an opportunity for District 67 to figure out how it could better fulfill its mission. He encouraged the community to continue to watch Board meetings and to stay engaged.

Superintendent's Report:

Mr. Simeck reported on the strategic planning process related to each school building that fulfills the District's Mission, Vision, and Milestones. The strategic plan was eight and a half years in development and encompassed many of the initiatives that occurred throughout Mr. Simeck's tenure at the District. Initiatives focused on ensuring all students had access to rigorous curriculum that helped them grow socially, emotionally, and academically.

Public Participation:

Brian Dacy stated that remote learning had a severe impact on emotional and social wellbeing. There were devastating consequences to students being out of school such as child suicide. Students were experiencing an inability to create social connections and felt confusion,

isolation, frustration, anger, and depression. Mr. Dacy stated that what was occurring was nothing short of mental abuse. He stated that in-person education of students was essential and demanded in-person learning.

Vanessa Saran, a parent of children in the District and a former Everett teacher, presented a petition to the Board signed by over 400 community members requesting that public schools within District 67 and 115 be opened no later than Monday, January 11, 2021. An unreasonably long adaptive pause through January 19 was not supported by real data or specific metrics other than a general rise in COVID-19 cases and that did not warrant closing schools. The option for in-person learning should remain unless there was concrete evidence showing staff and students were at risk for an outbreak within the schools. She asked for the Board to work to get children back into the schools.

Ryan A. Martin, a parent of two elementary students, wanted to acknowledge that the District had a responsibility to nurture, inform, motivate, and provide a foundation for students. In a world increasingly consumed by screens and technology, there were negative impacts to the development of children's cognition and social and critical reasoning skills. He stated that human to human interaction had now been put on a screen and his children missed physically seeing friends and peers and asked the Board to take that into consideration. He requested that feedback be solicited.

Kate Leech, a parent of three DPM students, expressed concern that the District was behind in surveillance testing to get to in-person learning. The stop and start on in-person learning was not beneficial to students or staff and studies showed that weekly surveillance screenings had driven down transmission rates in the areas they covered. She stated that the District should look to see what was working in other districts like New Trier and La Grange. Testing would provide added assurance to teachers and there should be a weekly testing protocol in place by January 11. She also stated that the community should know how many substitute teachers were necessary in order to provide in-person instruction and should receive weekly updates. She asked if the District would consider hiring additional staff and nurses to do contact tracing remotely.

Heidi Nickel, Susie & Rick Pizzo, and Elena Daniel all submitted written statements that were read and would be added to the record.

Reports:

Reopening Report and D67 COVID-19 Metrics Advisory Council Recommendation

Superintendent Simeck reported on current Lake County data, COVID-19 testing updates, COVID-19 vaccine news, the District 67 COVID-19 Metrics Advisory Council Recommendation, and provided an update regarding the adaptive pause.

New COVID-19 cases in Lake County showed a decrease and as of December 14, the seven day rolling average of new COVID-19 cases in Lake County was 319. The Lake County seven day rolling average incidence rate as of December 14 was 42.68 per 100,000. The Lake Forest seven day rolling average incidence rate as of December 14 was 26.37 per 100,000. In addition, the

seven day rolling average positivity rate of COVID-19 tests in Lake Forest as of November 17 was 19.8% and later data was not available due to positivity data being behind in reporting. Positive tests had shown a dramatic increase.

Mr. Simeck stated that in a continued effort to offer testing to both students and staff, the District would offer voluntary gateway testing again before a return to the buildings for students and staff. For in-person staff specifically, the District would offer voluntary gateway and monthly surveillance testing for the 2020-2021 school year. Staff testing had been on hold due to the adaptive pause.

The re-opening report outlined COVID-19 testing considerations and compared the timing of results, EUA certification, sample type, cost, amount of tests per hour, sensitivity and specificity of six different tests from different manufacturers including the Abbott BinaxNow Antigen test, the University of Illinois Shield Program RT-PCR test, the Yale University SalivaDirect RT-PCR test, the Access Bio CareState Antigen test, the WHPM FirstSign Antigen test, and the Abbott IDNow Molecular test. Mr. Simeck stated that the most exciting test for the District looked to be the Abbott BinaxNow test due to the inexpensive cost, point-of-care antigen test and the availability of test results within fifteen minutes. The test was expected to be available in January 2021 and the District has submitted applications to the Health Department and to Abbott.

Mr. Simeck reported on the status of the COVID-19 vaccines from Moderna, Pfizer/BioNTech, Johnson & Johnson, and AstraZeneca. The FDA gave emergency use authorization to Pfizer/BioNTech on Friday, December 11 and Operation Warp Speed's initial goal was to procure and deliver 300 million doses of safe and effective vaccines by January 2021. Recent CDC recommendations were to prioritize long-term care facilities and frontline medical workers in the first phase of distribution with K through 12 teachers, school staff, and childcare workers in phase two, young adults and children in phase three, and all US residents in the final phase four. Vaccines would be free of charge and distributed by local health departments and vaccine trials for children would be expected in the second quarter of 2021 with wide-scale distribution for children in the third quarter of 2021. Vaccine registration through Lake County was now available and all Lake County residents could now register to be notified when a COVID-19 vaccine would be available to them. Residents would visit AllVax.lakecohealth.org to register or register over the phone by calling the Lake County Health Department (LCHD) at (847) 377-8130.

The LCHD was focused on messaging around "getting our lives back" and this included emphasizing the importance of wearing masks, washing hands frequently, watching and maintaining a six-foot distance, not congregating in large groups, practicing the three "w's" when traveling, quarantining for two weeks upon return from any travel, and cooperating with contact tracers.

Mr. Simeck introduced the members of the District 67 COVID-19 Metrics Advisory Council and emphasized the breadth of expertise within the group including parents, teachers, and public health experts. He outlined that the charge for the Council from the Board was to review the District's criteria for movement between less restrictive and more restrictive learning

modalities, create a balanced committee including teachers, parents and guardians, data scientists, medical, SEL, and public health experts, prioritize metrics that should be used by the Superintendent when considering a shift in learning modality, and create a final recommendation to the Superintendent who would in turn make a recommendation to the Board.

The Council considered guiding principles including “less is more,” focusing on a small set of metrics that were easily obtained and not requiring constant calculations, to include both internal and external metrics, not including hard toggles or triggers, incorporating and considering the role of judgement, and determining metric display on the District’s Dashboard. The Council was also presented with non-negotiables that the District needed to employ. These included the inability to defy guidance from the Governor, the Illinois Department of Public Health (IDPH), or the Illinois State Board of Education (ISBE) unless stated that the District had discretion, being in phase four or five of the Governor’s Restore Illinois plan, being able to implement the five key risk mitigation strategies consistently and effectively, having sufficient physical space and environmental mitigations available, and having sufficient staffing to operate programs.

Mr. John Zilka, a parent of District 67 students, and Dr. Diane Renner, a District 67 teacher and Co-President of the LFEA, presented the final recommendation from the Council. Mr. Zilka reported that the Superintendent would evaluate the metrics for a daily assessment of the District’s COVID-19 situation. The metrics were intended to inform a shift in instructional modality which would include in-person to remote, remote to e-hybrid in-person, or remote to fully in-person with considerations for sub-populations of student groups.

In addition to the non-negotiable metrics, the Council determined that additional metrics to be reviewed by the Superintendent should include the number of outbreaks per school building and a principal assessment of critical staffing composed of the number of staff and student absences based on positive cases, screen-outs, and quarantine versus isolation on the internal side. On the external side, additional metrics should include the Lake County incidence rate of 14 per 100,000, the zip code incidence rate for 60044/60045 of 14 per 100,000, the Lake County test positivity rate of eight percent, the Lake County youth cases rate, and the number of hospital admissions for COVID-19-like illnesses in Lake County. The Council advised that the thresholds for external metrics should be aligned with those of governing public health bodies.

Mr. Zilka shared a mockup of what the Dashboard could be updated to look like and it included categories of lower, moderate, and higher levels of risk transmission and also a separate link to a chart for each school building that would be archived weekly to show trends in building-level COVID-19 absence data including the numbers of new active COVID-19 cases, the number of staff and students in isolation due to COVID-19 positive test results, the number of staff and students in isolation due to screening out with symptoms and absent a positive COVID-19 diagnosis, the number of staff and students in quarantine as a result of being in close contact with, or having a symptomatic household member, and the number of staff and students in quarantine as a result of being a possible close contact and not cleared by the LCHD.

Dr. Diane Renner reported on the Council's recommendations for a Dashboard update which included displaying all metrics outlined in the Council's recommendation, curating internal data and reflecting trend lines, adding definitions and links for community education, adding the county or region incidence rates for where staff members resided, increasing focus on social emotional wellness resource availability, and continuing to think through methods of communication education.

Dr. Renner stated that the Council spent considerable time analyzing and stressing the importance of social emotional wellness for students and families throughout District 67 and the Council, as part of its official recommendation, suggested that the District explore sharing information with the District 67 SEL Committee and continuing to use screeners such as SAEBRS, add information to the Dashboard with SEL resources, consider a help line or support desk for students or staff with SEL concerns, and continuing to engage in dialogue with local organizations such as LEAD about SEL support.

The Council would continue to be engaged in future opportunities including convening at the Superintendent's discretion as a "brain trust" for occasional consultation and providing guidance on community education plans and suggestions.

Mr. Simeck reported on the last adaptive pause recommendation and determination that was made based on the October 27 and November 17 seven day rolling average incidence rates of COVID-19 in the 60045 zip code. On October 27, the seven day rolling average Lake County incidence rate was 28.32 per 100,000 and the seven day rolling average incidence rate for 60045 was 13.52 per 100,000. In contrast, on November 17, the seven day rolling average incidence rate for Lake County was 77.62 per 100,000 and the seven day rolling average incidence rate for 60045 was 37.2 per 100,000.

Universal District goals were to responsibly return to hybrid in-person learners in the buildings through a thoughtful, deliberate, and progressive approach, to ensure that the District could open and stay open for the balance of the school year. The District would continue to consistently implement all risk mitigation strategies including masks, distance, hygiene, disinfection, and contact tracing.

Mr. Simeck presented an update to the adaptive pause which would have winter break beginning Monday, December 21 and remote instruction for all students resuming on Monday, January 4, 2021. The Metrics Advisory Council would meet on Monday, January 4, 2021 with Mr. Simeck. On Thursday, January 7 and Friday, January 8 gateway COVID-19 testing for students and staff would begin. On Monday, January 11, all hybrid staff and students would report in person to their buildings.

The District would communicate the notification of return to school and its expectations. Additional increased screener questions would be added including "have you travelled and not followed the three 'W's' for the past 14 days; if so, screen out." The District would watch LCHD information closely on the transmission risk from children below the age of ten and would more

broadly communicate instances of COVID-19 through email in addition to expansion of data on the Dashboard.

Board members asked clarifying questions regarding the testing timeline, staffing hours and principal workloads, details about the adaptive pause timeline, and communication plans to increase transparency.

School Strategic Plan Report

Principals Angela Sopko, Susan Milsik, Lucas Livingston, and Thomas Herion and Associate Principals Megan Eigenrauch and Samuel Paulsen reported on the school-based strategic plans for 2020-2022. The report detailed the Mission, Vision, Goals, the strategic planning process, and the strategic priorities for each school. District goals included an Inclusive Practices Goal 2, a Pedagogy Goal, and a Behavioral Systems of Support goal.

The school-based strategic plans would connect the work of schools to the District strategic plan, and would span two years. Each building had worked with BLT and staff to identify building-specific goals.

Cherokee Elementary School had two main goals which included Instructional Practices and Curriculum and Social Emotional Learning. Under these goals, the school would work to increase the percentage of students meeting or exceeding benchmarks in English language arts and math and close the opportunity gap between students with IEPs and peers in both reading and math on the Illinois Assessment of Readiness. Focus would also be placed on decreasing the total number of student behavior referrals, increasing SWSS scores in the “communication domain,” and increasing the SWSS score in the “building administrator considers impact of decisions” category.

Everett Elementary School would strive for one hundred percent of Everett students spending eighty percent or more of their instructional day in General Education. Another goal included having one hundred percent of students reading at or above grade level by the end of 3rd grade. A third goal included assessing the overall social emotional learning needs of all Everett students utilizing various measures, including the SAEBRS screener, and differentiated SEL instruction to identify at risk students.

Sheridan Elementary School would receive an Exemplary Rating on the School Report card in the 2021-2022 school year. Sheridan’s goal would be to utilize the Foundations Team to make improvements in the areas of conflict resolution, bullying prevention, teacher on-boarding and the continuous improvement cycle.

Deer Path Middle School had three main goals which included seventy five percent of students in grades 5 through 8 meeting their benchmark on the MAP test for both math and reading, ensuring that one hundred percent of students with IEPs across the grades would make progress and meet MAP benchmarks for math and reading, writing and reviewing school wide policies, lessons, and procedures through Foundations Module B, ensuring that new staff

members would be oriented to essential procedures and the culture and climate defined by the school's behavior support procedures.

Assessment Report

Dr. Jeff McHugh reported on the annual Assessment Report and highlighted student proficiency and growth for the previous year. Since no standardized tests were taken last spring due to the pandemic, the traditional assessment report data was unavailable. The report focused on answering questions related to how students were assessed in the fall, what the data told the District about their skills and knowledge, and what the District was doing based on that data.

Board Committees:

Education Committee - Suzanne Sands, Rob Lemke, Richard Chun

Mrs. Sands reported that the Education Committee met on November 19 at 12:00 p.m. and discussed the Assessment Report and PSP evolution at Deer Path Middle School. The next committee meeting was scheduled for January 7, 2021 at 12:00 p.m.

Board Finance and Operations Committee – Rob Lemke, Alice LeVert, Justin Engelland

Dr. Lemke reported that the Finance and Operations Committee had not met. The next meeting was scheduled for January 21, 2021.

Board Policy Committee – Jeff Folker, Richard Chun, Justin Engelland

Mr. Folker reported that the Policy Committee met on December 2 in a joint session with the District 115 Policy Committee to discuss PRESS Issue 106 and Policy 2.140. Regarding Policy 2.140, the committee agreed to add a button to the Board web page to facilitate Superintendent involvement in communications to the Board. Community members would still be able to email the Board members directly.

Compensation Committee - Jeff Folker, Suzanne Sands, Justin Engelland

Mr. Folker reported that the Joint Compensation Committee had not met. The next committee meeting would be scheduled for January to review the work that had been done to date on the shared services optimization project and discuss next steps.

District Committees:

NSSSED - Suzanne Sands

Mrs. Sands reported that the NSSSED Leadership Council met on December 9. An adaptive pause was in effect until January 19 but the District was exploring an "Adaptive Plus" model to bring students in earlier. The next meeting was scheduled for January 13, 2021.

Legislative Liaison – Alice LeVert

Mrs. LeVert reported that she attended a virtual IASB summit on November 20 regarding inclusive leadership. District 115 had reached out regarding an initiative that had made progress with local legislators.

Spirit of 67 Foundation – Richard Chun

Mr. Chun reported that the Spirit of 67 Foundation granted membership to the FAN Network in November and would be hosting a Virtual Paddle Raise in lieu of the traditional Home Tour in the spring. Everett Elementary School was the winner of the cross-town challenge.

APT Executive Board – Suzanne Sands

Mrs. Sands reported that the APT Executive Board had not met in the fall and was having conversations as needed with the hope of meeting in January. The APT had worked hard to plan the "Shine Bright 67 – Winter Lights Tour" Drive-By Tour on December 18-27. Mrs. Sands reported that the H.U.G.S. Thanksgiving Food Drive was a success.

Public Participation:

There was no public participation.

Action Items:

Approval of D67 COVID-19 Metrics Advisory Council Recommendation

Motion: Mr. Kirar moved, seconded by Mr. Folker, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the D67 COVID-19 Metrics Advisory Council Recommendation.

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

Ayes: Kirar, Lemke, LeVert, Chun, Sands, Engelland, Folker

Nays:

Absent:

The motion carried unanimously.

Adoption of 2020 Tax Levy

Motion: Dr. Lemke moved, seconded by Mrs. LeVert, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the 2020 Tax Levy.

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

Ayes: Folker, LeVert, Chun, Lemke, Kirar, Engelland, Sands

Nays:

Absent:

The motion carried unanimously.

Approval of Superintendent 2020-2021 Compensation

Motion: Dr. Lemke moved, seconded by Mrs. Sands, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Superintendent 2020-2021 Compensation

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

Ayes: Sands, Lemke, Folker

Nays: Engelland, LeVert, Chun, Kirar

Absent:

The motion was rejected.

Approval of Shared Service Staff 2020-2021 Compensation

Motion: Dr. Lemke moved, seconded by Mrs. Sands, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Shared Service Staff 2020-2021 Compensation

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

Ayes: LeVert, Lemke, Sands, Folker, Chun, Engelland

Nays: Kirar

Absent:

The motion carried.

Approval of Human Resources Items

Motion: Dr. Lemke 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: Sands, Lemke, LeVert, Engelland, Kirar, Chun, 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.

Minutes of a Regular Meeting, November 17, 2020

Minutes of an Executive Session, November 17, 2020

Minutes of a Special Meeting, Board Self-Evaluation, December 1, 2020

Minutes of an Executive Session, Board Self-Evaluation, December 1, 2020

Motion: Dr. Lemke moved, seconded by Mr. Chun, 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: Lemke, Kirar, Chun, LeVert, Engelland, Sands, Folker

Nays:

Absent:

The motion carried unanimously.

Freedom of Information Act (FOIA):

Citywide Building Maintenance, Inc., Status Complete

Announcements:

Friday, December 18, 2020

Monday, January 4, 2021

Monday, January 18, 2021

Tuesday, January 26, 2020

Winter Break Begins at Close of School Day

School Reopens - Remote Instruction for All Students

No School - Martin Luther King Jr.'s Day

Board of Education Meeting -

7:00 p.m. West Campus Board Room or Virtual

Adjournment:

Motion: Mr. Chun moved, seconded by Dr. Lemke, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the regular meeting.

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

Ayes: Engelland, Chun, LeVert, Sands, Lemke, Kirar, Folker

Nays:

Absent:

The motion carried unanimously.

The regular meeting adjourned at 10:21 p.m.

Justin Engelland, President Date

Alice LeVert, Secretary Date