

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

January 23, 2018

Call to Order and Roll Call

The regular meeting of the Board of Education was held at Lake Forest High School West Campus in the Board Room, and called to order at 5:15 p.m. by Mr. Borkowski.

Board members present at roll call were:

Jeff Folker, Member	Suzanne Sands, Member
Mike Borkowski, President	Rob Lemke, Vice President
Alice LeVert, Secretary	Kent Novit, Member
Tom Ford, Member	

Recess Regular Meeting:

Mr. Borkowski asked for a motion to recess the regular meeting until the close of the Board Workshop at 5:20 p.m.

Motion: Mr. Ford moved, seconded by Mr. Novit 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

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

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

Nays:

Absent:

The motion carried unanimously.

Administration Present:

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

Board Workshop:

The Board discussed the 2019-2020 school calendar. Mrs. Jenkins advised the Board that the District had collaborated with Lake Forest High School District 115 and Lake Bluff Elementary District 65, the LFEA and administration team to develop the calendar. There is

only one half day included and it is a religious neutral calendar. Ms. Milsch and Mrs. Jenkins discussed the planning for Kindergarten and how the curriculum will be implemented to include play time. Mr. Novit discussed the costs attached to the Cherokee playground. Ms. Hermes advised that there are three steps involved. The first step is purchasing the equipment through a purchasing cooperative, which meets bidding requirements, the second step is to publicly bid the site work, and the third step is installation. The Board also discussed AV technology with Mr. Simeck.

Public Participation

There was no public participation.

Adjourn the Board Workshop:

Mr. Borkowski asked for a motion to adjourn the Board workshop.

Motion: Mr. Ford moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the Board workshop

On voice vote motion carried.

Adjourn to Executive Session:

Motion: Mr. Folker moved, seconded by Mrs. Sands 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

The placement of individual students in special education programs and other matters relating to individual students

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: Borkowski, Ford, Folker, LeVert, Novit, Sands, Lemke

Nays:

Absent:

The motion carried unanimously.

Administration Present:

Mr. Michael Simeck, Superintendent

Mrs. Rebecca Jenkins, Assistant Superintendent of Growth, Talent, and Human Relations

Ms. Jennifer Hermes, Chief Operating Officer/CSBO
Mrs. Anne Whipple, Director of Communications Consultant

Also Present: Eileen Faller, Board Clerk

Return to Open Session:

Motion: Mrs. Sands moved, seconded by Mrs. LeVert, that the Board of Education, Lake Forest School District 67, Lake Forest Illinois, return to Open Session at 6:55 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 7:00 p.m.

Board members present at roll call were:

Kent Novit, Member
Tom Ford,, Member
Mike Borkowski, President
Alice LeVert, Secretary

Rob Lemke, Vice President
Jeff Folker, Member
Suzanne Sands, Member

Absent:

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 Relations
Mrs. Anne Whipple, Director of Communications Consultant

Staff Present: Eileen Faller, Board Clerk

Guests who signed in: Justin Bower, Sidharth Jindal, Cutler Terlato, Beth Clemmensen, Nick Slover, Anthony Mordini, Jim Mordini, Martha Zeeman, Boy Scouts Troop 46, Mark Remus Everett Parent, Joe Remus, Everett Student

Boy Scouts Troop 46 presented the colors and recited the Pledge of Allegiance.

President's Report:

Mr. Borkowski stated that the District 67 Board of Education believes in accountability which means taking ownership of your actions and responsibility for the outcomes. For accountability to work, expectations must be communicated to the employee who is responsible for the specified action; a common and effective way to do this is through goal setting. Goal setting, with regular reviews of the defined goals, is an effective way to enhance performance at every level of an organization.

Each year, the District 67 Board, in collaboration with the Superintendent, defines clear goals for the Superintendent. Reviews of performance against these goals takes place on a regular and continual basis. Over the past month, the Board worked to define Board Goals. Three Core Values had previously been identified, and Mr. Borkowski mentioned them.

The Core Values previously identified include:

1. The Board will strive to provide “Student Centric Governance” which means keeping the students at the center of every decision.
2. The Board values fiscal responsibility. While students are at the center of every decision, the impact on taxpayers is not far behind. Responsible stewardship of District resources is something each Board member strongly believes in.
3. The Board will provide “Vision Centric Leadership,” meaning the Board will strive to accelerate the achievement of the District Vision, Mission and Milestones, wherever and whenever it is prudent.

The Board established the following goals for itself for the next 18 months:

1. Develop and align shared service processes in collaboration with the D115 board, starting with the Superintendent contract renewal process.
2. Define and implement a District Dashboard which includes key performance indicators.
3. Review the District Mission/Vision/Milestone document and update as appropriate. Continue on-going, long-term planning with the administration to identify district priorities.
4. Continue to look for ways to increase engagement between the Community and the District.
5. Establish and complete a Board Learning Goal.

Mr. Borkowski stated that while these goals do not encompass all the work the Board is responsible for, the goals provide insight regarding priorities and what it is hoped will be accomplished. Mr. Borkowski hoped that by sharing these goals publically, all stakeholders, taxpayers, parents, district employees, and students, will be able to see what the Board’s priorities are. The Board will be regularly reviewing their own performance against these goals and also will hold a formal Board Self-Evaluation at the end of the fiscal year.

Mr. Borkowski noted that in November, prior to voting to hire Raymond James Corporation as the Board’s placement agent, Board Member Tom Ford made a public disclosure to comply with state law. Mr. Ford added an additional statement as suggested by the District’s attorney, “in November, when we voted on hiring Raymond James as our

placement agent, I stated that I was an employee of Raymond James. For clarity and to be in full compliance with the law, I want to clarify that while I do own stock in Raymond James Corporation, I own less than the 7.5% threshold.”

Superintendent’s Report:

Mr. Simeck and the Board offered congratulations to 5th grader Joe Remus on winning the Geography Bee. A further test has to be taken in order to qualify for Regionals.

Mr. Simeck reported on facility updates that have been completed since 1998. Potential projects for 2018-2019 include furniture, lighting, Cherokee playground, A.V. casework, accent wall paint, writing surfaces, air handling units, boilers, electrical panels and roofing. Further discussion will take place with the Board on these items.

Public Participation:

There was no public participation.

Reports:

There were no reports.

Board Committees:

Board Education Committee – Jeff Folker, Suzanne Sands, Alice LeVert

Mr. Folker reported that the Education Committee met on January 18 and was called to order at 8:35 a.m. Susan Milsk brought the committee up-to-date on what is being done regarding identifying and appropriately engaging advanced/gifted learners in the District.

Susan Milsk provided an update on Kindergarten. At the December 2017 BOE meeting, the Board approved tuition-free, full-day Kindergarten starting with the 2018-19 school year. Work is underway to develop an updated Kindergarten curriculum.

Susan Milsk and Renee Fitzsimmons shared a document entitled “The Roadmap to Success” which is available to all teachers. There is a grades K-4 version, as well as a grades 5-8 version, which serve as a “hub” of information for teachers regarding curricular content by linking curricular calendars and other resources within one central place, thus ensuring grade-level instruction is consistent across teachers and school buildings.

The District is also creating curriculum documentation for parents. “Curriculum Highlights” that detail each core instructional area were created for each K-4 grade-level in 2016-2017. These documents are now being expanded to include music, art, and wellness. At the same time, “Curriculum Highlights” are being created for grades 5-8. These should be completed by February 23 with the intent of making all “Curriculum Highlights” documents available to parents later this spring.

A new agenda item “Committee Member Input” has been added to the Education Committee agenda and will be included in all future meetings. The next meeting of the District 67 Education Committee is scheduled for Friday, March 16 at 8:30 a.m. in West Campus, Seminar A.

The full report from the Education Committee is available in the Board packet under Board Committees.

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

Mr. Ford reported that the Finance and Operations Committee had not met. The next meeting is scheduled for Tuesday, January 30, 2018.

Board Policy Committee – Kent Novit, Jeff Folker, Alice LeVert

Mr. Novit reported that the Policy Committee met on January 18 and discussed PRESS Issue 96 and other policy updates that are on the Board of Education agenda for a first reading.

Compensation Committee – Rob Lemke, Tom Ford, Mike Borkowski

The Compensation Committee had not met.

Joint Shared Services Committee – Mike Borkowski, Rob Lemke

The Joint Shared Services Committee had not met.

District Committees:

North Suburban Special Education District - Suzanne Sands

Mrs. Sands reported that she had attended a TASH Conference in December and recommended the District administration consider sending a team to the annual conference next year. Mrs. Sands has been sharing her experience with lots of people since returning from the conference. She will continue to support the work NSSED is embarking upon with the Strategic Plan.

A few key learnings that came up time and time again throughout the conference were that inclusive education is about high expectations for all, students learning with their typical peers not simply in the same space, and using appropriate modifications to ensure participation rather than presence. Some very new research was shared that was extremely compelling in support of these ideas. Kathy Gee of Cal State shared the observational data gathered in a post-hoc study that looked at outcomes and experiences for 15 pairs of matched students in the same district who were either in inclusive settings or segregated settings. The outcome data is still being analyzed but the observational data confirms what researchers have been saying for decades.

The Strategic Plan was presented to the Leadership Council. It is being widely shared across member districts at this point. Ms. Mary Morgan Ryan presented on the newly created Next Generation Technology and Data Services Department.

Ms. Erin Claydon provided a brief informational update on North Shore Academy Elementary (NSAE). District 67 currently has four students enrolled in this program. The ultimate goal for all NSAE students is a smooth transition back to their home school. The next Leadership Council meeting is scheduled for February 7, 2018 at 7 p.m. The full NSSED report is in the Board packet under Liaison Reports.

Legislative Liaison – Tom Ford
No report was presented.

Spirit of 67 Foundation – Suzanne Sands
The Spirit of 67 Foundation had not met.

APT Executive Board – Jeff Folker
Mr. Folker reported that the APT Executive Board met on January 10. Mr. Andy Duran of LEAD gave an overview of the work being done by LEAD and discussed Vaping and Juuling. Winter Fests will take place in the schools in February. Deer Path will have a pay-it-forward night. The nominating committee is finalizing its slate of candidates and Mr. Folker will update the Board at the February meeting.

The full APT Executive Board report is available in the Board packet under Liaison reports.

Public Participation:
There was no public participation.

Action Items:

Mr. Borkowski asked that the action items be voted on in a different order to the agenda, in order for the action items to be more cohesive.

Approval of Municipal Advisor Agreement

Mr. Ford recused himself from the vote.

Motion: Mr. Novit moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Municipal Advisor Agreement

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

Ayes: Sands, Lemke, Folker, Borkowski, Novit, LeVert

Nays:

Absent:

The motion carried.

Adoption of Resolution Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Paying the cost of Improving School Facilities, in and for the District, and for the Issue of General Obligation Debt Certificates (Limited Tax) of the District in the Amount of \$8,500,000.00

Motion: Mrs. Sands moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Paying the cost of Improving School Facilities, in and for the District, and for the Issue of General Obligation Debt Certificates (Limited Tax) of the District in the Amount of \$8,500,000.00

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

Ayes: Novit, Borkowski, Sands, Ford, Folker

Nays: Lemke, LeVert,

Absent:

The motion carried.

Approval of Furniture Purchase Phase 3 in the Amount of \$197,223.96

Motion: Mrs. Sands moved, seconded by Dr. Lemke that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve Furniture Purchase Phase 3 in the Amount of \$197,223.96

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Perkins and Will Professional Services Proposal for Cherokee Playground in an Amount not to Exceed \$8,000.00

Motion: Mrs. Sands moved, seconded by Mrs. LeVert that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Perkins and Will Professional Services Proposal for Cherokee Playground in an Amount not to Exceed \$8,000.00

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Intergovernmental Agreement for the Transfer and Maintenance of Student Records Between Lake Forest School District 67 and Lake Forest High School District 115

Motion: Dr. Lemke moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Intergovernmental Agreement for the Transfer and Maintenance of Student Records Between Lake Forest School District 67 and Lake Forest High School District 115

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Deer Path Middle School Principal One-Year Contract as Discussed in Executive Session

Motion: Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Deer Path Middle School Principal One-Year Contract, as discussed in Executive Session

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

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

Nays:

Absent:

The motion carried unanimously.

Adoption of Resolution Determining Student Residency as Recommended by the Residency Hearing Officer

Motion: Mr. Folker moved, seconded by Dr. Lemke that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution Determining Student Residency, as Recommended by the Residency Hearing Officer

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Motion to Dismiss Substitute Teacher Jennifer Sigman Based on the Recommendation of the Superintendent

Motion: Mrs. Sands moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Motion to Dismiss Substitute Teacher Jennifer Sigman Based on the Recommendation of the Superintendent

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

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

Nays:

Absent:

The motion carried unanimously.

Adoption of Resolution to Dismiss Probationary Teacher Irene Lo Based on the Recommendation of the Superintendent

Motion: Mr. Ford moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution to Dismiss Probationary Teacher Irene Lo Based on the Recommendation of the Superintendent

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of PRESS Issue 96 - First Reading

Motion: Mr. Novit moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the First Reading of PRESS Issue 96 Including 2:260 Uniform Grievance Procedure, 4:15 Identity Protection, 4:110 Transportation, 4:150 Facility Management and Building Programs, 4:170 Safety, 5:20 Workplace Harassment Prohibited, 5:90 Abused and Neglected Child Reporting, 5:100 Staff Development Program, 5:200 Terms and Conditions of Employment, and Dismissal, 5:220 Substitute Teachers, 5:240 Suspension, 5:290 Employment Termination and Suspension, 6:50 Wellness, 6:60 Curriculum Content, 6:150 Home and Hospital Instruction, 6:340 Student Testing and Assessment Program, 7:10 Equal Educational Opportunities, 7:15 Student and Family Privacy Rights, 7:20 Harassment of Students Prohibited, 7:70 Attendance and Truancy, 7:180 Prevention of and Response to Bullying, Intimidation and Harassment, 7:190 Student Behavior, 7:250 Student Support Services, 7:260 Exemption from Physical Education, 7:275 Orders to Forgo Life-Sustaining Treatment, 7:305 Student Athlete Concussions and Head Injuries, 7:340 Student Records.

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Policy Updates - First Reading

Motion: Mrs. LeVert moved, seconded by Dr. Lemke that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the First Reading of Policy Updates including 6:20 School Year Calendar and Day, 6:110 Programs for Students at Risk for Academic Failure and/or Dropping Out of School and Graduation Incentives Program, 6:180 Extended Instructional Programs, 6:230 Library Media Program

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of SEIU 5-Year Contract 2017-2022

Motion: Mr. Ford moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the SEIU 5-Year Contract 2017-2022

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

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

Nays:

Absent:

The motion carried unanimously.

Approval of Human Resources Items

Motion: Mrs. Sands moved, seconded by Mr. Novit 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, Folker, LeVert, Novit, Sands, Ford, Lemke

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 December 2017

Education Fund	\$237,628.28
Building and Maintenance Fund	119,859.79
Debt Service Fund	-

Debt Service Fund - Bond/Interest Wire Pyts	1,804,409.75
Transportation Fund	168,384.51
Capital Projects Fund	171,477.64
Procurement Card Expenses	90,773.91
Insurance Premium Wire Pyts	284,230.95
Direct Deposit Payroll and Taxes	<u>1,754,924.76</u>
Total Expenditures	<u>\$4,631,689.59</u>

Minutes of a Regular Meeting and Workshop, December 11, 2017

Minutes of an Executive Session, December 11, 2017

Minutes of A Board Workshop, January 18, 2018

Disposal of Audio Recordings, March 15, 2016

Motion: Mrs. Sands moved, seconded by Mrs. LeVert 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: Folker, LeVert, Ford, Sands, Lemke, Borkowski, Novit

Nays:

Absent:

The motion carried unanimously.

Freedom of Information Act (FOIA):

Jennifer Summers, Parent Foundation, Status Complete

Announcements:

Monday, February 5, 2018

8th Grade LFHS Registration - Deer Path West -
12:00 p.m. - 6:00 p.m.

Thursday, February 8, 2018

Kindergarten Information Night - 6:30 p.m.

Friday, February 16, 2018

Tri-District Institute Day - No Student
Attendance

Monday, February 19, 2018

Presidents' Day - No School

Tuesday, February 27, 2018

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

On voice vote, motion carried.

The regular meeting adjourned at 8:10 p.m.

Mike Borkowski, President Date

Alice LeVert, Secretary Date