

**MINUTES OF A REGULAR MEETING AND WORKSHOP
OF THE BOARD OF EDUCATION
CITY OF LAKE FOREST SCHOOL DISTRICT 67
AUGUST 29, 2023**

The regular meeting of the Board of Education of the City of Lake Forest School District 67, County of Lake, State of Illinois was held on Tuesday, August 29, 2023 at Lake Forest High School West Campus, and called to order at 5:16 p.m. by Ms. Helms.

Board members present at roll call were:

Carl Kirar, Member	Alice LeVert, Vice President
Emily Bernahl, Secretary	Anne Helms, President
Mark Remus, Member	Monica Yaun, Member
Megan Engelberg, Member	

Absent: None

Administration Present:

Matthew Montgomery, Superintendent
Jeff McHugh, Deputy Superintendent
Jennifer Hermes, Chief Operating Officer/CSBO
Melissa Oakley, Chief Communications Officer
Phil Georgia, Director of Human Resources

Staff Present: Tiana Adams, Board Clerk

Guests: None

Adjourn to Executive Session:

Motion: Mrs. LeVert moved, seconded by Mrs. Bernahl that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn to Executive Session at 5:17 p.m. 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 5 ILCS 120/2(c)(1), security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property 5 ILCS 120/2(c)(8), and student disciplinary cases 5 ILCS 120/2(c)(9).

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

Ayes: Helms, Kirar, Engelberg, Yaun, LeVert, Remus, Bernahl

Nays:

Absent:

The motion carried unanimously.

Adjourn from Executive Session:

Motion: Mr. Kirar moved, seconded by Mr. Remus that the Board of Education of City of Lake Forest School District 67, Lake Forest Illinois, adjourn Executive Session at 6:05 p.m.

On voice vote, motion carried.

Re-Open Meeting:

Ms. Helms called back to order the regular meeting of the Lake Forest School District 67 Board of Education, Lake Forest, Illinois at 6:07 p.m.

Board members present at roll call were:

Alice LeVert, Vice President
Anne Helms, President
Monica Yaun, Member
Carl Kirar, Member

Megan Engelberg, Member
Emily Bernahl, Secretary
Mark Remus, Member

Absent: None

Administration Present:

Matthew Montgomery, Superintendent
Jeff McHugh, Deputy Superintendent
Jennifer Hermes, Chief Operating Officer/CSBO
Melissa Oakley, Chief Communications Officer

Staff Present: Tiana Adams, Board Clerk

Workshop:

New Business/Open Topics

Dr. Montgomery discussed Board Retreat dates and holding the meeting jointly with District 115. Recommended to hold the meetings back to back and meet with District 115 briefly because it will add value.

Discussion held on the current process for action planning and metrics for strategic planning. This will be presented at next month's meeting. The Board will still work through these steps to determine outcomes. The Board's focus should be an outcome measure not deeply into the weeds of the process. Members of the Board asked questions and discussion ensued.

Ms. Engelberg discussed a potential liaison from the Board for safety and security. Discussion ensued amongst the Board and Administration. Mr. Chuck Walsh will be providing updates regularly for the Board. The Board should not be involved in student matters; they are to be mediation for certain processes when needed but if too many get involved as liaisons, it would defeat the purpose. Suggestion made to add safety and security updates to the Board Workshop as deemed necessary based on provided topics of interest. Mr. Walsh will provide a first look on his first 90 days in the role.

Finance/Ops Update

Dr. Hermes discussed the groundbreaking for Sheridan playground tomorrow. Community members have offered to donate commercial grade playground equipment from a property recently purchased. Currently having it tested for safety and age.

An update was provided on the Deer Path Middle School cafeteria, there was a walk through on Friday with the grant committee to show them areas needing upgrades. There have been some minor changes to the color scheme and ADA seating since last presented to the Board. Meeting with Spirit on September 6th for a virtual presentation and then there will be a vote. Discussion ensued on DPM cafeteria upgrades.

Operating Manual

Ms. Helms discussed updating the operating manual. There was feedback provided by members of the Board. Discussion will be held in a future meeting and potentially an upcoming policy meeting.

Public Comment Cards

Mr. Kirar discussed the use of comment cards for Public Comment during the Board Meetings. Discussion ensued on guidelines for public comment and potential to change the process on a trial basis.

Pledge of Allegiance

The Board and members of the community stood and recited the Pledge of Allegiance.

Superintendent's Report

Dr. Montgomery's report consisted of the following topics: Lake Forest Days, Summer Projects, Summer Learning, All-Admin Retreat, New Team Members, and Institute Days.

He covered some of the summer activities such as Lake Forest Day. School is back in session and looking forward to a great year.

Facilities improvement work is underway in some of the District 67 buildings. In 2022, the Board of Education approved a renovation of the Sheridan Community of Learners Early Childhood Program playground. The Spirit of 67 Foundation generously approved a grant to cover the cost of new playground equipment which was installed this summer; a ribbon cutting will be hosted on August 30. At DPM, the renovation of the cafeteria to increase accessible furniture, create a student hub, incorporate the exterior patio space, and facilitate healthy social interactions is a project on our radar for some point in the future.

An application for a Spirit of 67 Foundation grant to accelerate these cafeteria renovations will be submitted. At Cherokee, work is being done to enhance accessibility by building a new ramp to better connect both levels of the school. Physical inspections will occur at all four District 67 buildings this summer and reports will be presented to the Board of Education throughout the 2023-2024 school year.

Dr. Montgomery welcomed Chuck Walsh, Director of Safety and Security and Molly Escobar, Student Services Coordinator as well as all other new staff to District 67.

Institute Day was held on August 21, 2023; Dr. Montgomery gave a brief overview of the event.

Other events that took place were new training on the amplify curriculum and the All-Admin Retreat.

Presentation can be found online.

President's Report

President Helms welcomed back everyone to the start of the new school year. She spoke on Institute Day where she had the opportunity to address staff with a message of support and gratitude for the upcoming year. She discussed work done over the summer by the Board and Administration to ensure a successful year. The Board will be looking for more ways to connect with the community it serves.

Public Participation

None

Board Committees

Finance and Operations Committee – Carl Kirar, Alice LeVert, Monica Yaun

Mr. Kirar reported that the committee met on August 10 to go over auditing services and committee charter. He welcomed the new committee members. Recommended the full report be read which can be found linked on the agenda. The next meeting will be on September 14 at 7:30 a.m.

Liaison Reports:

Spirit of 67 Foundation – Megan Engelberg

Ms. Engelberg reported that the committee will be meeting jointly with the APT on September 14. The home and garden tour will be on September 28.

APT Executive Board Meeting - Monica Yaun

Ms. Yuan thanked the leaders of the APT and provided an update on current activities.

Action Items:

Approval of Renewal of Miller Cooper Contract for Accounting Services

Motion: Mr. Kirar moved, seconded by Mrs. Bernahl that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Renewal of the Miller Cooper Contract for Accounting Services.

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

Ayes: Engelberg, Bernahl, Remus, LeVert, Kirar, Yuan, Helms

Nays:

Absent:

The motion carried unanimously.

Approval of 2023-2024 Soliant Contract for a Long Term Substitute and Teaching Assistants

Motion: Ms. Yaun moved, seconded by Mrs. Bernahl that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Soliant Contract for a Long Term Substitute and Teaching Assistants.

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

Ayes: Yuan, Remus, LeVert, Bernahl, Helms, Engelberg, Kirar

Nays:
Absent:

The motion carried unanimously.

Approval of Maryland Coalition of Inclusive Education Consultation Contract

Motion: Mr. Kirar moved, seconded by Ms. Engelberg that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Maryland Coalition of Inclusive Education Consultation Contract.

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

Ayes: Bernahl, Kirar, Engelberg, LeVert, Remus, Helms, Yaun
Nays:
Absent:

The motion carried unanimously.

Consent Agenda

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

1. Approval of Disbursements, Payrolls, and Financial Statements, April & May 2023
2. Approval of Human Resources Report
 - Hires
 - Changes of Assignment
 - Resignations
 - Retirement
 - Stipends/Activities/Athletics/Test Prep
 - Summer School/Extended School Year- Hires
3. Approval of Finance and Operations Committee Charter (Carl Kirar)
4. Approval of Education Committee Charter (Monica Yaun)
5. Minutes of an Executive Session, June 20, 2023
6. Minutes of a Regular Meeting and Workshop, June 20, 2023

Motion: Mrs. LeVert moved, seconded by Mr. Kirar, 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: Kirar, Remus, LeVert, Yaun, Engelberg, Bernahl, Helms
Nays:
Absent:

The motion carried unanimously.

Freedom of Information Act (FOIA):

Vince Espi | 2 of 2 Complete
Katherine Smyser | 2 of 2 Complete
Josiah Chatterton | 1 of 1 Complete

Public Participation:
None

Announcements:

Monday, September 4, 2023	Labor Day - No School for Students or Staff
Thursday, September 14, 2023	Finance and Operations Committee Meeting - 7:30 a.m. - LFHS West Campus Board Room
Friday, September 15, 2023	New Parent Coffee - 9:30 a.m. West Park Pavilion
Friday, September 15, 2023	Education Committee Meeting - 1:30p.m. LFHS West Campus Board Room
Tuesday, September 26, 2023	Board of Education Meeting - 7:00 p.m. LFHS West Campus Board Room

Adjournment:
Motion: Ms. Engelberg moved, seconded by Mr. Remus, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn the regular meeting.

On voice vote, motion carried.

The regular meeting adjourned at 7:36 p.m.

Anne Helms, President Date

Emily Bernahl, Secretary Date