

**MINUTES OF A REGULAR MEETING AND WORKSHOP  
OF THE BOARD OF EDUCATION  
CITY OF LAKE FOREST SCHOOL DISTRICT 67  
NOVEMBER 15, 2022**

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, November 15, 2022 at Lake Forest High School West Campus, and called to order at 5:19 p.m. by Mrs. Sands.

Board members present at roll call were:

Richard Chun, Member	Emily Bernahl, Secretary
Suzanne Sands, President	Carl Kirar, Member
Anne Geraghty Helms, Member	Jennifer Mason, Member

Absent: Alice LeVert, Vice President

Administration Present:

Matthew Montgomery, Superintendent  
Jeff McHugh, Deputy Superintendent  
Jennifer Hermes, Chief Operating Officer/CSBO  
Melissa Oakley, Chief Communications Officer  
Vail Kieser, Director of Teaching and Learning

Staff Present: Tiana Adams, Board Clerk  
Michael Sanchez, Business Services Coordinator

Guests: None

**Workshop:**

New Business/ Open Topics

Mrs. Sands reminded the Board to complete the Superintendent evaluation. Board members are to let Mrs. Sands know if they are interested in being on the Ad-Hoc Committee or she will make appointments. Brian Croley, Board Attorney will be contacted to assist with contract negotiations. District 115 will also be working on the same. There is a potential for a joint meeting in January.

Finance and Ops Update - Tax Levy

Mrs. Hermes provided an update on the tax levy works and the timeline for submission; as well as the need for a Public Hearing this year versus other years. Members of the Board asked questions and discussion was held. It is recommended that Board members attend the Finance and Ops committee meeting on December 7 to learn more. The Board will be voting on the Tax Levy at the December meeting. The Board requested the option to attend the committee meeting virtually.

Road to Academic Excellence

In response to the Illinois State Report Card, administration provided an update on what they plan to do to increase ratings. The IAR was compared in regards to other peer districts; the results are from Spring of 2021. A member of the Board questioned what the other districts are doing effectively to lead the pack. Administration has been in touch with other districts to learn what is working well for them.

Mrs. Kieser discussed a different way to have students approach Math through a guaranteed and viable curriculum. The goal is to ensure everyone is aligned around; professional development of staff and using instructional coaches. Next steps were discussed. The results have been shared with all staff and there is a sense of urgency; It is a productive urgency.

Mrs. Sands stated the team did a great job during the recent Let's Talk community event.

**Adjourn to Executive Session:**

**Motion:** Mr. Kirar moved, seconded by Ms. Mason that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adjourn to Executive Session at 6:32 p.m. to discuss matters related to 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)

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

Ayes: Helms, Mason, Chun, Bernahl, Sands

Nays:

Absent: LeVert, Kirar (6:33pm arrival)

The motion carried unanimously.

**Adjourn Executive Session:**

**Motion:** Ms. Mason moved, seconded by Mrs. Bernahl that the Board of Education of City of Lake Forest School District 67, Lake Forest Illinois, adjourn Executive Session at 7:01 p.m.

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

Ayes: Bernahl, Mason, Chun, Sands, Helms, Kirar

Nays:

Absent: LeVert

The motion carried unanimously.

**Re-Open Meeting:**

Mrs. Sands 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:

Carl Kirar, Member

Anne Geraghty Helms, Member

Richard Chun, Member

Emily Bernahl, Security  
Suzanne Sands, President

Jennifer Mason, Member

Absent: Alice LeVert, Vice President

**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  
Renee Fitzsimmons, Everett School Principal  
Dan Mortensen, Director of Facilities

**Guests:** Students of Everett Student Leadership Team  
Paul Timm, Facility Engineering Associates, PC

**Pledge of Allegiance**

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

**President's Report**

Mrs. Sands began her report by focusing on gratitude in honor of the national holidays that take place in November; Veterans Day and Thanksgiving. During this season, we have the opportunity to take stock and express gratitude to one another. She is deeply grateful for the schools and together as a community we are responsible for building and nurturing learning environments that allow children to grow and thrive.

Next month, the Board will be considering a recommendation for projects at Cherokee that will not only address improving ADA access at that building but could also potentially provide new spaces available for science, STEM, and beyond. Tonight, you will hear from Dr. Montgomery about some of the work ahead to fortify and build upon some of the core academic offerings for students.

As a district, we are in an ongoing cycle of assessing what is working, identifying what isn't working, making impactful adjustments that are supported by research in best practices, and providing our teachers, staff, and administrators with the resources and learning opportunities they need for implementation to improve student outcomes. One of our greatest resources continues to be the people dedicated to doing and leading this work.

In this season of thanks, Mrs. Sands expressed her gratitude for students, their families, teachers, staff, and administrators. Gratitude to the volunteers who lead and staff the parent organizations, as well as the members of the Board for their willingness to give of their time and talents to support our schools. Appreciation to all volunteers who serve on the school and board committees as well as everyone currently engaging in the strategic planning process. Also an expression of gratitude and appreciation for

the local government officials, city staff, community leaders, and business owners, as well as, all of the taxpayers for their support of our schools.

It is a true belief that the schools are the heart of our community and a source of great pride for everyone.

### **School Spotlight**

Renee Fitzsimmons along with the Student Leadership Team presented. An update was provided on what the Student Leadership Team is and the elected members each shared on how they work to make Everett better. When the team comes back in April they will be bringing Moose, the comfort dog.

### **Superintendent's Report**

Dr. Montgomery reported on the road to academic excellence, Let's Talk, Capital Facilities Community Forum, and D67 Food Drive Success.

On October 27, the Illinois State Board of Education (ISBE) released its annual 2022 Illinois School Report Card, a compilation of education data from schools and districts throughout the state that provides a detailed look at each school's progress on academics, student success, school culture and climate, and financial investments.

Since joining the District in 2021, a concerted effort has been made to dive into the district's internal data to better understand strengths and opportunities. From those observations, there has been an undertaking of our Portrait of Learner visioning process, strategic planning, a K-8 reading program review, a new middle school math program, and engagement of instructional coaches. Dr. Michelle Shinn will provide a deeper dive during her report at next month's meeting.

The current report card does not reflect what is expected from our schools. This is being addressed together with our teachers and staff; they are the right educators for this work. It is known from experience that the District has the ability to adapt and adjust. With this in mind, each building staff has been meeting separately to discuss immediate and long-term steps we need to take to build upon our foundation of excellence. There have been three meetings held thus far in November.

Administration is digging deep to identify and understand what is driving the results. It is inevitable that changes need to be made but it is known that we already have what it takes to make progress. We are committed to educational excellence. Updates will be provided as the journey continues and the community's continued engagement and support is invited.

Board members questioned the data and categories of the report card.

There were approximately thirty to forty people in attendance at the Let's Talk, Community Conversations series on November 3. The topic was on Learning. Questions and answers will be available

to those that were unable to attend. Thanks to the administrators that participated in this work. Let's Talk was designed to cover hot topic issues in the community.

On November 14, a community forum was hosted to share details on improvement plans for the high school. This was an opportunity to begin educating the community on the why behind this work. The building infrastructure is aging and is indeed of repair; including plumbing, electrical, and HVAC systems. It is time for major mechanical systems to be replaced and other pressing upgrades.

Thanks and admiration go to the District 67 APT for organizing the most successful District 67 Thanksgiving Food Drive ever. Special thanks to Kristin McCain for her leadership of this year's food drive and to CROYA for hosting the massive meal bag packup. Over 700 complete meal bags were packed, a new record. The Goal was to provide 500 meals for Lake County families in need; District 67 showed up in the BIGGEST way! Nearly 10,000 pounds of food was collected. Over a hundred students and families volunteered to package the meals for Lake County families in need; partners at Beacon Place, Cool Food Pantry, North Chicago Community Partners (NCCP) and Church Holy Spirit Food Pantry were this year's recipients.

### **Public Participation**

None

### **Reports**

#### Safety and Security Assessment Update

Paul Timm, Vice President of Facility Engineering Associates PC provided a high level overview of the assessment that was conducted at the District campuses, the bases of the assessment and what his team looks for. He covered areas of concern, recommendations, and next steps. There are always areas for improvement but the District is doing a good job overall and will be working alongside our team to address any areas of concern.

### **Board Committees:**

#### Education Committee - Suzanne Sands, Jennifer Mason, Anne Geraghty Helms

Mrs. Sands, committee chair, reported that the committee will be meeting on November 17.

#### Board Finance and Operations Committee – Alice LeVert, Richard Chun, Carl Kirar

Mrs. LeVert, committee chair, was not present to provide an update.

#### Board Policy Committee – Richard Chun, Emily Bernahl, Anne Geraghty Helms

Mr. Chun, committee chair, reported that the committee will be meeting tentatively on December 12.

### **Liaison Reports:**

#### True North Education Cooperative 804 - Suzanne Sands

Mrs. Sands reported that the leadership council met on November 9. The major focus has been on the development of the five-year strategic plan; the cooperative is in its final phases of the process. It will go for final feedback in December and approval in February; the council does not meet in January. The next meeting is on December 15, where the TrueNorth Department of Learning will present and host their

innovation showcase. The Cooperative has also been awarded a Special Education Grant as well as applied for the School Maintenance Project Grant through the State Board of Education.

Legislative Liaison – Carl Kirar

Mr. Kirar reported there is nothing new happening in legislation at this time. Mrs. Sands will be representing the Board as the delegate in the upcoming Triple I Conference.

Spirit of 67 - Richard Chun

No report this month.

Executive Association of Parents and Teachers (APT) – Jennifer Mason

Ms. Mason provided an update on the parent support organizations. There were seven hundred bags collected from the food drive; shout out to the members of the APT. The Community Safety Series will be held at the DPM Braves Gym on November 29 and there will be another in January.

**Action Items:**

Adoption of 2022 Tentative Tax Levy and the Establishment of Tax Levy Hearing Date

**Motion:** Mr. Kirar moved, seconded by Ms. Mason that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the 2022 Tentative Tax Levy and the Establishment of Tax Levy Hearing Date

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

Ayes: Mason, Chun, Kirar, Sands, Bernahl, Helms

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Allerton Hill Contract Renewal in the amount of \$30,000

**Motion:** Mr. Chun moved, seconded by Ms. Helms that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Allerton Hill Contract Renewal in the amount of \$30,000.

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

Ayes: Kirar, Helms, Chun, Mason, Sands, Bernahl

Nays:

Absent: LeVert

Approval of Modern Media Tech, LLC Contract in the amount of \$145,790 for Elementary School Camera Upgrades

**Motion:** Ms. Mason moved, seconded by Mr. Kirar, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Modern Media Tech, LLC Contract in the amount of \$145,790 for Elementary School Camera Upgrades.

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

Ayes: Helms, Sands, Kirar, Bernahl, Chun, Mason  
Nays:  
Absent: LeVert

The motion carried unanimously.

Approval of Modern Media Tech, LLC Contract in the amount of \$60,925 for Door Fob Upgrades and Replacement

**Motion:** Mr. Kirar moved, seconded by Ms. Helms, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Modern Media Tech, LLC Contract in the amount of \$60,925 for Door Fob Upgrades and Replacement.

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

Ayes: Chun, Bernahl, Mason, Sands, Helms, Kirar  
Nays:  
Absent: LeVert

The motion carried unanimously.

Approval of ISBE School Maintenance Project Grant FY 2023

**Motion:** Ms. Mason moved, seconded by Mr. Chun, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the ISBE School Maintenance Project Grant FY 2023.

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

Ayes: Sands, Bernahl, Chun, Mason, Kirar, Helms  
Nays:  
Absent: LeVert

The motion carried unanimously.

Approval of IESA Application for Cooperative Team Sponsorship with Lake Bluff School Middle School

**Motion:** Ms. Mason moved, seconded by Mr. Chun, that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the IESA Application for Cooperative Team Sponsorship with Lake Bluff School Middle School.

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

Ayes: Bernahl, Helms, Mason, Sands, Chun, Kirar  
Nays:  
Absent: LeVert

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, July 2022  
Approval of Human Resources Report

**Motion:** Ms. Helms moved, seconded by Mrs. Bernahl, 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, Kirar, Helms, Chun, Mason, Bernahl

Nays:

Absent: LeVert

The motion carried unanimously.

**Freedom of Information Act (FOIA):**

Jeffrey Brincat, Consumer Financial Services Corporation | In Progress

Jeffrey Brincat, Consumer Financial Services Corporation | Complete

**Public Participation:**

None

**Announcements:**

Wednesday, November 23 -  
Friday, November 25, 2022

Thanksgiving Break - No School for Students and Staff

**Tuesday, December 13, 2022**

**Board of Education Meeting -  
7:00 p.m. West Campus Board Room**

**Adjournment:**

**Motion:** Ms. Mason moved, seconded by Mr. Chun, 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 7:58 p.m.

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Suzanne Sands, President      Date

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Emily Bernahl, Secretary      Date