

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

August 21, 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 Boardroom, and called to order at 5:15 p.m. by Mr. Borkowski.

Board members present at roll call were:

Jeff Folker, Member

Mike Borkowski, President

Kent Novit, Member

Suzanne Sands, Member

Rob Lemke, Vice President

Tom Ford, Member

Absent: Alice LeVert

Also Present: Mike Simeck, Superintendent

Eileen Faller, Board Clerk

Administration Present:

Ms. Jennifer Hermes, Chief Operating Officer/CSBO

Ms. Rebecca Jenkins, Assistant Superintendent of Growth, Talent and Human Resources

Mrs. Anne Whipple, Director of Communications Consultant

Dr. Ingrid Wiemer Director of Student Services

**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

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Mr. Borkowski asked for a motion to adjourn to Executive Session at 5:30 p.m.

**Adjourn to Executive Session:**

**Motion:** Mr. Folker moved, seconded by Mr. Ford 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

5 ILCS 120/2(c)(1)

Student Discipline Cases

5 ILCS 120/2(c)(9)

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

Ayes: Sands, Ford, Folker, Borowski, Lemke, Novit

Nays:

Absent: LeVert

The motion carried unanimously.

Also Present: Michael Simeck, Rebecca Jenkins, Ingrid Wiemer, Anne Whipple, Jennifer Hermes

**Adjourn Executive Session:**

**Motion:** Mrs. Sands moved, seconded by Mr. Folker, that the Board of Education, Lake Forest School District 67, Lake Forest Illinois, adjourn Executive Session at 6:35 p.m.

On Voice Vote motion carried.

**Return to Workshop:**

The Board discussed Board Member input. Mr. Folker asked if the District could conduct a bus survey to establish why more people do not take the bus. Mr. Novit asked about the rankings recently published by the Chicago Magazine. The rankings are based on PARCC and 5 Essentials. The District does not participate in the 5 Essentials survey and some students did not participate in the PARCC testing. The Board discussed current and long term District priorities with Mr. Simeck.

**Adjourn Workshop:**

**Motion:** Mrs. Sands moved, seconded by Mr. Folker, that the Board of Education, Lake Forest School District 67, Lake Forest Illinois, adjourn the workshop at 6:57 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:

Tom Ford, Member  
Suzanne Sands, Member  
Rob Lemke, Vice President

Kent Novit, Member  
Jeff Folker, Member  
Mike Borkowski, President

Absent: LeVert

Administration Present:

Mr. Michael Simeck, Superintendent  
Ms. Jennifer Hermes, Chief Operating Officer/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: Robin Serafino, LFEA representative, Ike Vander Velde, Boy Scouts

**President's Report:**

Mr. Borkowski welcomed everyone back to school, on behalf of the District 67 Board of Education. Mr. Borkowski stated that four years ago, the Board approved a new Mission and Vision statement for the District, along with six related Milestones. The Mission and Vision remain the guiding light behind many decisions, and the milestones help keep the District on track. Mr. Borkowski stated that achieving the defined vision, both quickly and in a fiscally responsible manner, is one way to evaluate success.

Mr. Borkowski reviewed the District 67 Mission, Vision, and Milestones, with a few examples of progress that have been made, as well as areas where work continues. He stated that it is important to periodically review the desired state in its entirety, to ensure that the District is focused on the whole goal, and not just discrete portions of it. The start of the school year is a good time for a quick review.

*At District 67, the mission is "To inspire and empower all students to maximize their growth as learners and develop a balanced sense of self, steadfast resiliency, and deep respect for others."*

*The Vision is "To be an innovative learning community that educates without boundaries, where all students cultivate their minds, create enduring connections and discover their passions."*

Mr. Borkowski stated that as part of the Vision, certain Core Values are especially important and pointed out certain phrases that capture the values:

Every child has an incredible capacity to learn and the job of educators is to create an environment that maximizes each student's growth, including the willingness to take risks and learn from mistakes. Students thrive when they are actively engaged in solving problems that matter and when they are supported socially, emotionally, physically and Intellectually. World-class learning is driven by world-class educators and therefore the District must attract, develop, retain and invest in passionate and effective teaching professionals. Respect is the

cornerstone for all the work. This is demonstrated as members of a learning community and operated with high integrity at all times.

Mr. Borkowski stated that, every single student is emphasized, the District is not simply teaching to the average student or the middle of the bell curve. While achievement is often used in schools as the most important yardstick for how a student is doing, the belief is that growth is equally, if not more, important for students. Also, the desired state is to educate the whole person, which includes the core academic subjects, and also includes much more, such as resiliency, respect, and social emotional well-being, a heavy emphasis is placed on students pursuing their passions. To achieve these lofty goals, it is necessary to be innovative, take risks, and be ok with failure sometimes.

To keep on track, six Milestones have been identified, Achievement, Instruction, Assessment, Talent, Partnership, and Environment.

For some of these Milestones, it is very easy to see where progress is being made and where the District is headed. For example, in the area of Instruction, the Inquiry approach (also referred to as project based learning) has been a major shift in the delivery model, and it continues to be integrated into more and more areas of instruction. The curriculum in most core classes, Language Arts and Math, has been completely overhauled. Every student now has access to co-taught core classes. This is part of the drive towards meeting every student where he or she is, and the related efforts to increase differentiation within the classroom, a recognized Best Practice that is being pursued.

In the area of Talent, hiring processes have been improved greatly and are much more consistent now than they were five years ago. More money is being spent on professional development than ever before, and is more job-embedded. In the past two years, almost the entire Language Arts staff attended the Lucy Calkins professional development sessions. Going forward, the staff is taking on-going PD in the area of Social/Emotional Wellbeing, an area which has been identified as critical to success.

In the area of Environment, the work spaces are being reimagined for the benefit of all students, including the renovated Haskins, the Cube, the entryways, and the Classroom Transformation which began over this summer. In this phase, all core classrooms received new furniture, lighting, and A/V systems. The environment transformation will continue with more projects on the horizon, including evaluating science labs, "specials" classrooms, and other spaces in the school buildings.

Mr. Borkowski believes the Assessment Milestone is one of the most exciting and revolutionary areas of the Vision and stated that while much work has been done in this area, some of the most exciting and visible work is yet to come. The administration is in the process of truly redefining what a school report card is, not simply reformatting the information, but revamping what content is included. In addition to the traditional grades, the new report card, called the Personalized Student Profile, includes non-traditional information such as student growth, engagement, and other social/emotional characteristics, all things that are mentioned in the

Achievement Milestone. Some of these characteristics are difficult to measure and difficult to include on a report card, but the District is striving for greatness and progress is being made. Last year, parents received the initial versions of the new report card, continued refinements will be made this year.

Mr. Borkowski asked “is the District achieving what it set out to accomplish”? The District looks very different than five years ago. The buildings and learning spaces certainly look different, the staff teaches differently, the curriculum looks different, the way students are assessed is different, and the report card that parents receive is in the midst of a major transformation. So progress is definitely being made towards the ambitious Vision.

Mr. Borkowski asked “what’s next?” The new report card continues to be a work in progress. The building transformation has a long ways to go. The process is continuing to refine how to measure success, a Data Dashboard is being developed with Key Performance Indicators. Social Emotional Learning is critically important, what that actually means and how to teach it optimally to all students, no less how to measure its impact and student’s growth associated with it, is still being figured out. Students are more engaged, however, the data suggests there is room to grow in this area, as well as the related area of connectedness. The Achievement Milestone calls for the District to be nationally recognized, how is that accomplished? While the progress we have made is celebrated, much hard work remains before the District can truly say we have achieved the desired state.

Mr. Borkowski stated that he is incredibly proud of what has been accomplished and optimistic about the future. The Board, in collaboration with the Superintendent, the staff, and especially the teachers, remains committed to accelerating towards this Vision, and continuing to do so in a fiscally responsible manner. The District continues to be one of a small number of school districts across the nation to achieve the AAA bond rating.

Mr. Borkowski concluded by saying the Board and Administration will continue to push aggressively towards reaching the desired state, and use it as a yardstick against which success can be measured.”

### **Superintendent’s Report:**

Mr. Simeck thanked the Board for their level of involvement in the schools and stated that they are much more than volunteers, they give a tremendous amount of time and learning and are passionate about the District. Teachers are proud of the Mission, Vision, and Milestones, believe in them, and are implementing them every day.

Mr. Simeck stated that some of the things done over the summer illustrate the commitment to the learning environment, with new lighting and furniture in core classrooms, Kindergarten through 8th grade, that really make a difference to the learning environment. New A/V projectors have been installed across classrooms, Cherokee has a new playground with a ribbon cutting scheduled for Friday, August 24 at 8:00 a.m. Sheridan has a new roof and boilers, and air-handlers and electrical panels have been installed at Deer Path Middle School. The lifts and ramps have been upgraded to increase accessibility. The District is looking at a redesign of the

science labs in grades 5-8. Administrators worked on a draft on Key Performance Indicators (KTI) that will be presented to the Boards in September, on growing every student holistically, not just based on a single day's testing.

**Public Participation:**

There was no public participation.

**Reports:**

Mrs. Jenkins reviewed the Strategic Plan End of Year report and highlighted areas of progress. Some of the highlights included, development of a K-8 Scope and Sequence for Social Emotional Learning Standards and a resource purchased for implementation, created K-8 curriculum documents and parent/community highlights, created and branded a District 67 co-teaching model and increased the number of full time employees, developed and shared two versions of the District 67 Personalized Learning Plan, selected a digital portfolio tool, determined a learning management system for Kindergarten through 8th grade, re-imagined learning environments through classroom furniture implementation and adopted the Discovery Ed Techbook as a 6th to 8th science resource.

**Board Committees:**

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

Mr. Folker reported that the Committee had not met. The next meeting is scheduled for October 12, 2018 at 8:00 a.m.

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

Mr. Ford reported that the Finance and Operations Committee had not met.

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

Mr. Novit reported that the Policy Committee met on August 9. The policies, 5-Year review and Collective Bargaining Agreement policy updates were listed on the agenda for a first reading.

Compensation Committee – Rob Lemke, Tom Ford, Mike Borkowski

Dr. Lemke reported that the Compensation Committee had not met.

Joint Shared Services Committee – Mike Borkowski, Rob Lemke

Mr. Borkowski reported that the Joint Shared Services Committee had met several times to discuss the Superintendent Contract.

**District Committees:**

NSSSED - Suzanne Sands

Mrs. Sands reported that the NSSSED Leadership Council held a Special Meeting on August 7, 2018 Jim Fitton the previous CSBO and the Business Coordinator for the department resigned over the summer. Member district administrations and the Leadership Council have been kept in the loop during the summer as Dr. Schneider worked to fill these positions. Joining the business

office next year for the 2018-2019 school year will be Yasmine Dada and Asif Dada, both highly experienced CSBOs who will be job sharing the responsibilities of the CSBO position, while also working to make sure the responsibilities of the coordinator position are completed.

On August 16 Mrs. Sands spoke at NSSED's Opening Day Professional Development for All Staff which was held at Highland Park Country Club. Over the summer the Illinois State Board of Education announced that procedural changes would be made to how IDEA flow-through and preschool grant funds are allocated and distributed. This is still a work in progress at the state level as the logistics are somewhat complex. The next Leadership Council Meeting is scheduled for Wednesday, August 29, 2018 at 7:00 p.m.

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

The APT Executive Board had not met. The next meeting is scheduled for September 12.

**Public Participation:**

Mrs. Robin Serafino, LFEA Vice President, stated that the District has a wonderful administration working on behalf of the District and stated that the LFEA would like to increase communication at all levels and bring a voice for the amazing teachers in District 67.

**Action Items:**

Adoption of Resolution to Display FY19 Tentative Budget

**Motion:** Mr. Folker moved, seconded by Mr. Novit that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the Resolution to Display FY19 Tentative Budget

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of 2017-2018 Final School Calendar

**Motion:** Mr. Ford moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the 2017-2018 Final School Calendar

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Title One District Plan

**Motion:** Mrs. Sands moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Title One District Plan

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of 2018-2022 Lake Forest Elementary School District 67 Superintendent Agreement

**Motion:** Mr. Ford moved, seconded by Mrs. Sands that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, contingent on approval of the 2018-2022 Superintendent Delineating Agreement by Lake Forest High School District 115, approve the new multi-year 2018-2022 Performance based Superintendent Agreement between the Board of Education of Lake Forest Elementary School District 67 and Michael Simeck consistent with Section 10-23.8 of the Illinois School Code in that the goals and objectives have been met by the Superintendent, of the previous agreement, with a 1.75% salary increase included, as discussed in Executive Session

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of 2018-2022 Superintendent Delineating Agreement between Lake Forest High School District 115, Lake Forest Elementary School District 67 and Michael Simeck

**Motion:** Mr. Ford moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, contingent on approval of the Superintendent Delineating Agreement by Lake Forest High School District 115, approve the new multi-year 2018-2022 performance based Delineating Agreement between the Board of Education of Lake Forest Elementary School District 67, the Board of Education of Lake Forest High School District 115 and Michael Simeck consistent with Section 10-23.8 of the Illinois School Code in that the goals and objectives have been met by the Superintendent, of the previous agreement



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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Administrator/Teacher Salary and Benefits Report

**Motion:** Mr. Folker moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Administrator and Teacher Salary and Benefits Report

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Intergovernmental Agreement for Weekly Grounds Maintenance Service in the Amount of \$1,597.00

**Motion:** Mr. Ford moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the Intergovernmental Agreement for Weekly Grounds Maintenance Service in the Amount of \$1,597.00

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of PRESS Issue 98, 5-Year Updates and Collective Bargaining Agreement Updates - 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 98, 5-Year Review and Collective Bargaining Agreement Updates

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Policy 6:30 Organization of Instruction Update - First Reading

**Motion:** Mr. Folker moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the First Reading of Policy 6:30 Organization of Instruction

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Policy 6:92 Instruction Update - First Reading

**Motion:** Mrs. Sands moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, approve the First Reading of Policy 6:92 Instruction

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Policy 3:50 Administrative Personnel Other than the Superintendent Update - 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 Policy 3:50 Administrative Personnel Other than the Superintendent Update

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Adoption of Resolution for Incurring Debt

**Motion:** Mrs. Sands moved, seconded by Mr. Ford that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the resolution for Incurring Debt

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Adoption of Resolution to Prohibit Sexual Harassment

**Motion:** Mr. Novit moved, seconded by Mr. Folker that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the resolution to Prohibit Sexual Harassment

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

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

Nays:

Absent: LeVert

The motion carried unanimously.

Approval of Human Resources Items

**Motion:** Mrs. Sands 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: Sands, Lemke, Ford, Borkowski, Novit, Folker

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 for June 2018

Education Fund	\$976,209.82
Building and Maintenance Fund	236,947.62
Debt Service Fund	450.00
Debt Service Fund - Bond/Interest Wire Payments	79,519.00
Transportation Fund	177,068.76
Capital Projects Fund	336,980.57
Procurement Card Expenses	249,557.83
Insurance Premium Wire Payments	284,624.80
Direct Deposit Payroll and Taxes	<u>1,635,212.22</u>
Total Expenditures	<u>\$3,976,570.62</u>

Minutes of a Regular Meeting and Workshop, June 26, 2018

Minutes of an Executive Session, June 26, 2018

Minutes of A Special Joint Board Meeting, Executive Session, July 19, 2018

Disposal of Audio Recordings, September 27, 2016

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

Nays:

Absent: LeVert

The motion carried unanimously.

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

Shamus Quinn, Commercial, Status Complete

NBC Universal, Commercial, Status Complete

**Announcements:**

Wednesday, August 22, 2018

First Day of Student Attendance - Grades 1-8

Full Day

Monday, August 27, 2018

Kindergarten Walkthrough

Tuesday, August 28, 2018

Half of Kindergarten Attends

Wednesday, August 29, 2018

Remaining Half of Kindergarten Attends

Thursday, August 30, 2018

First Day All Kindergarten Students

Monday, September 3, 2018

No School - Labor Day

**Tuesday, September 25, 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:** Dr. Lemke moved, seconded by Mrs. Sands 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 8:05 p.m.

---

Mike Borkowski, President      Date

---

Alice LeVert, Secretary      Date