

**MINUTES OF AN ORGANIZATIONAL MEETING  
OF THE BOARD OF EDUCATION  
CITY OF LAKE FOREST SCHOOL DISTRICT 67  
MAY 2, 2023**

The organizational 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, May 2, 2023 at Lake Forest High School West Campus, and called to order at 5:32 p.m. by Mrs. Sands.

Board members present at roll call were:

Richard Chun, Member	Jennifer Mason, Member
Carl Kirar, Member	Suzanne Sands, President
Alice LeVert, Vice President	Emily Bernahl, Secretary

Late Arrival: Anne Geraghty Helms, Member (5:38 p.m. Arrival)

Absent: None

Administration Present:

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

Staff Present: Tiana Adams, Board Clerk

Guests: Megan Engelberg, Newly Elected Board Member  
Mark Remus, Newly Elected Board Member  
Monica Yaun, Newly Elected Board Member

**Pledge of Allegiance**

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

President Sands spoke on her experience and the honor it has been to serve on the Board over the past eight years.

**Public Participation**

Members of the public acknowledged the hard work and dedication of the three departing board members and thanked them for their service during their tenure; newly elected members were welcomed to the board.

**Acknowledgement of Receipt of Lake County Election Results Regarding School Board Election**

The City of Lake Forest District 67 Board of Education acknowledges receipt of the certified election results from the County Clerk of Lake County, Illinois for the Board of Education elections. Based on these

results three candidates shall be seated with four-year terms: Megan Engelberg, Mark Remus, and Monica Yaun.

### **Oath of Office for Newly Elected School Board Members**

Newly elected members of the Board of Education simultaneously read the oath of office as follows:

*I, (Megan Engelberg/Mark Remus/Monica Yaun), do solemnly swear (or affirm) that I will faithfully discharge the duties of the office of member of the Board of Education of The City of Lake Forest School District. 67, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.*

*I further swear (or affirm) that:*

*I shall respect taxpayer interests by serving as a faithful protector of the school district's assets;*

*I shall encourage and respect the free expression of opinion by my fellow board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;*

*I shall recognize that a Board Member has no legal authority as an individual and that decisions can be made only by a majority vote at a public board meeting; and*

*I shall abide by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;*

*As part of the Board of Education, I shall accept the responsibility for my role in the equitable and quality education of every student in the School District;*

*I shall foster with the Board extensive participation of the community, formulate goals, define outcomes and set the course for Lake Forest School District 67;*

*I shall assist in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;*

*I shall strive to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;*

*I shall serve as education's key advocate on behalf of students and our community's schools to advance the vision for Lake Forest School District 67; and*

*I shall strive to work together with the District Superintendent to lead the School District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.*

### **Transition Of Board Members**

The outgoing board members transitioned to the audience and the newly elected board members moved to the front table.

Sally Davis, Vice President presided over the transition.

### **Election/Appointment of Officers**

#### Election of President

**Motion:** Mr. Kirar moved, seconded by Mrs. Bernahl that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, elect Anne Helms to the office of President .

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

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

Nays:

Absent:

The motion carried unanimously.

Annie Helms, newly elected president, took over the meeting as the presiding officer.

#### Election of Vice President

**Motion:** Mrs. Bernahl moved, seconded by Mr. Kirar that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, elect Alice LeVert to the office of Vice-President .

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

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

Nays:

Absent:

The motion carried unanimously.

#### Election of Secretary

**Motion:** Mrs. LeVert moved, seconded by Mr. Kirar that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, elect Emily Bernahl to the office of Secretary .

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

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

Nays:

Absent:

The motion carried unanimously.

### **Committee Member Assignments**

In accordance with Board Policy 2:150, the following members will be appointed to these committees for 2023-2025.

Finance Committee:

Carl Kirar (Chair), Alice LeVert, Monica Yaun

Education Committee:

Monica Yaun (Chair), Carl Kirar, Megan Engelberg

Policy Committee:

Annie Helms (Chair), Mark Remus, Emily Bernhal

TrueNorth Liaison:

Emily Bernahl, Megan Engelberg (Back-Up)

Legislative Liaison:

Mark Remus

Spirit Liaison:

Megan Engelberg

APT Liaison:

Monica Yaun

**Action Items:**

Adoption of Resolutions for Outgoing Board Members Jennifer Mason, Richard Chun, and Suzanne Sands

**JENNIFER MASON MAREK**

Resolution

- WHEREAS, Ms. Jennifer Mason has faithfully served the students, staff, and families of Lake Forest School District 67 as a Board member from 2022 to 2023;
- WHEREAS, Ms. Mason has served as a member of the Education Committee from 2022 to 2023;
- WHEREAS, Ms. Mason has served as a dedicated liaison to the District 67 Association of Parents and Teachers Executive Board, sharing news and celebrating our community through fostering cooperative working relationships, [promoting] communication within the school community, and enhancing the education and enrichment of our children.”
- WHEREAS, Ms. Mason exudes passion, drive, and care for the students, teachers, staff, and families of District 67;
- WHEREAS, Ms. Mason has dedicated herself to listening, processing, and reflecting upon varying perspectives of stakeholders when making decisions;
- WHEREAS, Ms. Mason’s ability to make difficult decisions that challenge the status quo for the benefit of the greater good has contributed to thoughtful District 67 Board service;
- WHEREAS, Ms. Mason has continued a generational commitment to and respect for public education following in the footsteps of her father, a former school principal;
- WHEREAS, Ms. Mason has devoted countless hours over the course of several years in service to our Lake Forest school community through active membership on the District 67 Association of Parents and Teachers, and as an executive board member of the Spirit of 67 Foundation;

- WHEREAS, Ms. Mason’s dedication to the work of the Lake Forest Elementary School District 67 Board of Education is sincerely appreciated;
- THEREFORE, BE IT RESOLVED that the Lake Forest Elementary School District 67 Board of Education expresses for itself, as well as for the parents, guardians, students, staff, faculty, and citizens of Lake Forest, its deepest appreciation and gratitude to Ms. Jennifer Mason for her steadfast work to advance the quality of education, engagement, and inclusion for all students in our community;
- BE IT FURTHER RESOLVED that a copy of this resolution be entered permanently into the minutes of the Lake Forest Elementary School District 67 Board of Education.

## **RICHARD CHUN**

### Resolution

- WHEREAS, Mr. Richard Chun has faithfully served the students, staff, and families of Lake Forest School District 67 as a Board member from 2019 to 2023;
- WHEREAS, Mr. Chun was a dedicated and deeply knowledgeable member of the District 67 Policy Committee from 2017 to 2023, serving as Chair of the Policy Committee from 2021 to 2023;
- WHEREAS, Mr. Chun has demonstrated a passion for the work of the District 67 Policy Committee through his dedication to the accuracy and reliability of District operating policies and procedures; guiding the Board to make changes that would reflect the best interests of students, faculty, and staff and align with District 115 Board of Education policies;
- WHEREAS, Mr. Chun served as District 67 Board of Education Liaison to the Spirit of 67 Foundation, sharing news and celebrating our community through monthly (often entertaining) Board reports, promoting Spirit of 67 initiatives, and volunteering at events;
- WHEREAS, Mr. Chun’s dedication to education has been responsible for many successful students and innovations in District 67;
- WHEREAS, Mr. Chun brings his professional experience as an attorney to his Board service demonstrating honesty, candor, exploring multiple interpretations of issues, and asking insightful questions; thus, creating stronger and more lasting outcomes for our school community;
- WHEREAS, Mr. Chun served as a tireless advocate for the community, guiding fellow Board members and the administration to carefully define desired outcomes while considering the community’s best interests during decision making;
- WHEREAS, Mr. Chun has demonstrated a deep commitment to the success of the District 67 Board of Education long before his Board service through his role as a member of the Lake Forest Caucus, serving as the Caucus Committee Treasurer and managing the School Board Search Committee;
- WHEREAS, Mr. Chun embodied a deep devotion to District 67 as well as District 115, where he has supported the Lake Forest High School Boosters, seeking to “promote and support athletic success, spirit and sportsmanship for every student-athlete and every Scouts fan at Lake Forest High School”;
- WHEREAS, Mr. Chun’s dedication to the work of the Lake Forest Elementary School District 67 Board of Education is sincerely appreciated;
- THEREFORE, BE IT RESOLVED that the Lake Forest Elementary School District 67 Board of Education expresses for itself, as well as for the parents, guardians, students, staff, faculty, and citizens of Lake Forest its deepest appreciation and gratitude to Mr. Richard Chun for his steadfast work to advance the quality of education, engagement, and inclusion for all students in our community;

- BE IT FURTHER RESOLVED that a copy of this resolution be entered permanently into the minutes of the Lake Forest Elementary School District 67 Board of Education.

## **SUZANNE SANDS**

### Resolution

- WHEREAS, Mrs. Suzanne Sands has faithfully served the community of Lake Forest Elementary School District 67 as a Board member from 2015 to 2023;
- WHEREAS, Mrs. Sands served as President of the District 67 Elementary School Board of Education from 2022 to 2023;
- WHEREAS, Mrs. Sands served as Vice President of the District 67 Elementary School Board of Education from 2021 to 2022;
- WHEREAS, Mrs. Sands was a dedicated and deeply knowledgeable member of the District 67 Education Committee from 2015 to 2023, serving as Chair of the Education Committee from 2019 to 2023;
- WHEREAS, Mrs. Sands, as a former educator herself, demonstrated a heartfelt passion, empathy, connectedness, and support for the work of teachers and staff throughout District 67;
- WHEREAS, Mrs. Sands was a tireless advocate for the inclusion of students with disabilities in the least restrictive environments, resulting in increased learning, growth, and better outcomes for all District 67 students, and recognition of District 67 as a leader in inclusive practices;
- WHEREAS, Mrs. Sands served on the Joint District 67 and District D115 Board Policy Committee from 2015 to 2019, seeking to thoughtfully align best practices between District 67 and 115;
- WHEREAS, Mrs. Sands served on the Joint Shared Service Compensation Committee, bringing a disciplined and balanced approach to review of Shared Services and the compensation structure across the District;
- WHEREAS, Mrs. Sands served as co-chair of the the Joint District 67 and 115 Ad Hoc Superintendent Search Committee in 2021, playing a key role in the selection process for Lake Forest Elementary School District 67 Superintendent Dr. Matthew Montgomery;
- WHEREAS, Mrs. Sands served on the Superintendent Evaluation Committee from 2021 to 2023, resulting in thorough and constructive opportunities for goal setting and contract negotiations;
- WHEREAS, Mrs. Sands sought continuous improvement as a Board member, attending multiple workshops at the Illinois Association of School Boards (IASB) Joint Annual Conference, and attaining the designation of Master Board Member (Level 1);
- WHEREAS, Mrs. Sands served as a dedicated liaison to TrueNorth Cooperative 804, through her role as President of the TrueNorth Leadership Council from 2021 to 2023, and playing an integral role in communications, rebranding, and strategic planning;
- WHEREAS, Mrs. Sands has demonstrated through her involvement in countless parent organizations, her longstanding commitment to District 67, serving as President, Vice President, and Communications Coordinator of the Sheridan APT, and Vice President of Communications and Board of Education Liaison for the Spirit of 67;
- WHEREAS, Mrs. Sands continuously represented the community's best interests with fidelity in all decision-making, utilizing her experience and strong partnership with various community organizations and previous Board service including Kinderhaven Preschool;
- WHEREAS, Mrs. Sands also embodied a deep devotion to District 115 as President of the Lake Forest High School Foundation from 2020 to 2023;

- WHEREAS, Mrs. Sands was instrumental in the creation and development of the LFHS Business Incubator, LFHS Pitch Night, and the distribution of hundreds of thousands of dollars in grants to students, staff, and the District;
- WHEREAS, Mrs. Sands was a key contributor to the Portrait of a Learner and District 67 Strategic Plan, adopted by District 67 in 2022 and 2023, respectively;
- WHEREAS, Mrs. Sands demonstrated exceptional communication skills and the utmost integrity in all roles when communicating with District stakeholders;
- WHEREAS, Mrs. Sands’s dedication to the work of the Lake Forest Elementary School District 67 Board of Education will truly be missed;
- THEREFORE, BE IT RESOLVED that the Lake Forest Elementary School District 67 Board of Education expresses for itself, as well as for the parents, guardians, students, staff, faculty, and citizens of Lake Forest its deepest appreciation and gratitude to Mrs. Suzanne Sands for her steadfast work to advance the quality of education, engagement, and inclusion for all students in our community;
- BE IT FURTHER RESOLVED that a copy of this resolution be entered permanently into the minutes of the Lake Forest Elementary School District 67 Board of Education.

**Motion:** Mrs. LeVert moved, seconded by Mrs. Bernahl that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois, adopt the resolutions for Outgoing Board Members Jennifer Mason, Richard Chun, and Suzanne Sands .

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

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

Nays:

Absent:

The motion carried unanimously.

Members of the Board thanked the departing members for their service and welcomed the new members. Dr. Montgomery also thanked the departing members for their service.

**Adjournment:**

**Motion:** Mr. Remus moved, seconded by Ms. Engelberg 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 6:37 p.m.

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Anne Helms, President                      Date

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Emily Bernahl, Secretary                      Date