

**MINUTES OF A REGULAR MEETING AND WORKSHOP  
OF THE BOARD OF EDUCATION  
LAKE FOREST COMMUNITY HIGH SCHOOL DISTRICT 115  
DECEMBER 10, 2024**

**Call to Order and Roll Call**

A Regular Meeting of the Board of Education of Lake Forest Community High School District 115, County of Lake, State of Illinois, was held on Tuesday, December 10, 2024, at 300 South Waukegan Road, Lake Forest, IL 60045, and called to order at 4:50 p.m. by President Noble.

<b>PRESENT:</b>	Jenny Zinser, Vice President	John Venson, Secretary
	David Burns, Member	John Noble, Board President
	Anne Geraghty Helms, Member	Sally Davis, Member

**ABSENT:** Dewey Winebrenner, Member

**ADMINISTRATION PRESENT:**

Matthew Montgomery, Superintendent  
Jennifer Hermes, Chief Operating Officer

**STAFF PRESENT:**

Elizabeth Carswell, Interim Board Clerk

**Adjourn to Executive Session**

**Motion:** A motion was made by Mr. Burns and seconded by Mr. Winebrenner that the Board adjourn to Executive Session at 4:51 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).

Votes were cast as follows:

Ayes: Noble, Davis, Burns, Zinser, Winebrenner, Venson  
Nays:  
Absent: Winebrenner

The motion was carried unanimously.

**Return to Open Session**

**Motion:** Ms. Zinser moved, seconded by Mr. Venson, that the Board of Education, Lake Forest Community High School District 115 return to Open Session at 5:35 p.m.

On Voice Vote, motion carried.

**Reopen Regular Meeting:**

Mr. Noble called back to order the Regular Meeting of the Lake Forest Community High School District 115 Board of Education, Lake Forest, Illinois, at 5:36 p.m.

**Board members present at roll call were:**

John Venson, Secretary  
John Noble, President  
Jenny Zinser, Vice-President

David Burns, Member  
Anne Geraghty Helms, Member  
Sally Davis, Member

**Absent:** Dewey Winebrenner, Member

**Administration Present:**

Matthew Montgomery, Superintendent  
Jennifer Hermes, Chief Operating Officer  
Phil Georgia, Assistant Superintendent of Human Resources  
Renee Fitzsimmons, Assistant Superintendent of Teaching, Learning, and Accountability  
Melissa Oakley, Chief Communications Officer  
Erin Lenart, Assistant Superintendent/Principal  
Jordan Salus, Chief Technology Officer  
Dan Mortensen, Director of Facilities

**Staff Present:** Elizabeth Carswell, Interim Board Clerk  
Stephen Dunn  
Corey Holmer  
Jimmy Juliano  
Jeff Summy  
Frank Lesniak

**Guests:** Katherine Yakes, Rick Young - Perkins & Will

**EDUCATION COMMITTEE**

**AI**

Jimmy Juliano and Jeff Summy spoke about Summer KTI's and how it was the most attended session during summer camp. Chat GPT was discussed and how it is being used at LFHS. 34 LFHS teachers have been granted premium to Chat GPT, giving them first hand experience in how Chat can be helpful to students and staff.

Corey Holmer spoke on Canva and how it has helped his class with Graphic design. He asked how students can be exposed to AI in a manner that is responsible, and how staff can provide guidance.

Stephen Dunn spoke on Conmigo, another AI tool, and how helpful this can be to all involved. Staff also spoke on other AI apps and their positive influence it will have on staff and students, as well as how and when they will be incorporated into our school.

## **PORTRAIT OF A LEARNER**

Renee spoke on Portrait of a Learner and the work that Steve Dunn has accomplished with his team. A Capstone project with a student portfolio was discussed.

Steve Dunn spoke about his excitement in regard to Portrait of a Learner. He wants to be able to energize students and staff, with human connection while still using AI.

## **BOARD WORKSHOP**

### **Phase I Bids**

Jennifer gave an update on the Phase I Bids, the board members were given the bids for review. Jennifer gave recommendations on three of the bidders, she expressed that these bidders would allow us to come in under the amount that was originally thought to be.

Jenny Zinser gave a comment on how the board is pleased with materials being distributed before meetings, this allows them to review documents and prepare questions beforehand.

Dan explained post bid reviews and the part they play in determining how bids are decided.

Jennifer spoke on restoration of the historic windows as well as the outside trim at LFHS. A recommendation for a company that specializes in restoration of historic windows was given. A field trip will be taken to view this company and their process of window making.

### **Sponsorship**

John Noble, Erin Lenart and Jenny Zinser spoke on sponsorship and how they feel it can help LFHS and the community as a whole.

## **REGULAR BUSINESS**

### **PLEDGE OF ALLEGIANCE**

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

### **SPOTLIGHT**

Asleigh Malec and Melissa Doucette gave a presentation on visual art courses at LFHS. They explained how art classes were designed for students to learn and grow and enrollment was discussed. 10 year enrollment and data show art has grown.

### **PRESIDENT'S REPORT**

President Noble thanked the Board and the District for being present and keeping the best interests of LFHS students in mind at all times.

### **SUPERINTENDENT'S REPORT**

Dr. Montgomery thanked our art department for supporting our students and giving them so many of the options they have.

Dr. Montgomery's report consisted of a referendum update, Safe 2 Help Illinois, the alumni panel, LFHS athletic college and spreading holiday joy. Dr. Montgomery's full report can be found online at the District website.

#### **ASSISTANT SUPERINTENDENT/PRINCIPAL'S REPORT**

Dr. Lenart gave a State Report Card update. She briefed the Board on the triple I conference that she attended and what was learned. She spoke on a new accountability system as well as a new growth metric that will be introduced to the District. She also spoke on dual credit, extracurricular participation and student attendance.

Frank Lesniak gave an assessment report, focusing on the strategic plan, attendance, board priorities and the AP/SAT performance.

#### **PUBLIC PARTICIPATION**

None

#### **LIAISON REPORTS**

TrueNorth Educational Cooperative 804

Dr. Venson's report can be found in the agenda, it is complete as presented.

#### **ACTION ITEMS**

Approval of 2024 Final Tax Levy

Motion: Ms. Zinser moved, seconded by Dr. Venson, that the Lake Forest Community High School District 115 Board of Education, Lake Forest, Illinois approve the 2024 Final Tax Levy

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

Aye: Davis, Venson, Burns, Helms, Noble, Zinser

Nay:

Absent: Winebrenner

The motion was carried unanimously.

Approval of the ISBE Maintenance Grant

Motion: Ms. Zinser moved, seconded by Ms. Davis that the Lake Forest Community High School District 115 Board of Education, Lake Forest, Illinois approve the ISBE Maintenance Grant

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

Aye: Zinser, Venson, Noble, Davis, Helms, Burns

Nay:

Absent: Winebrenner

The motion was carried unanimously.

Approval of the Phase I Construction Bids

Motion: Ms. Helms moved, seconded by Mr. Burns, that the Lake Forest Community High School District 115 Board of Education, Lake Forest, Illinois Approve the Phase I Construction Bids

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

Aye: Noble, Burns, Helms, Zinser, Venson, Davis

Nay:

Absent: Winebrenner

The motion was carried unanimously.

Approval of the Perkins & Will Referendum Projects Phase 1 – Design Development Fee Alignment Proposal

Motion: Dr. Venson moved, seconded by Ms. Zinser, that the Lake Forest Community High School District 115 Board of Education, Lake Forest, Illinois Approve the Perkins & Will Referendum Projects Phase 1 – Design Development Fee Alignment Proposal

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

Aye: Burns, Zinser, Davis, Noble, Helms, Venson

Nay:

Absent: Winebrenner

The motion was carried unanimously.

Approval of Perkins & Will Proposal for Window Restoration and Exterior Trim

Motion: Mr. Burns moved, seconded by Ms. Zinser, that the Lake Forest Community High School District 115 Board of Education, Lake Forest, Illinois Approve the of Perkins & Will Proposal for Window Restoration and Exterior Trim

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

Aye: Helms, Zinser, Davis, Noble, Burns, Venson

Nay:

Absent: Winebrenner

The motion was carried unanimously.

**APPROVAL OF 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, September, 2024
2. Approval of Employment Contract for Jordan Salus
3. Approval of Transportation Services for Special Education and Other Special Routes and Management
4. Approval of Human Resources Report
  - Hires
  - Resignations

- Retirements
  - Leave of Absence
  - Change of Assignments/Additional Assignments
5. Approval of PRESS Issue 117 - First Reading
    - 2:105 Ethics and Gift Ban
    - 2:120 Board Member Development
    - 4:30 Revenue and Investments
    - 4:60 Purchases and Contracts
    - 4:150 Facility Management and Building Programs
    - 4:170 Safety
    - 5:10 Equal Employment Opportunity and Minority Recruitment
    - 5:20 Workplace Harassment Prohibited
    - 5:90 Abused and Neglected Child Reporting
    - 5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest
    - 5:125 Acceptable Use of Technology Policy
    - 5:185 FMLA
    - 5:230 Maintaining Student Discipline
    - 6:60 Curriculum Content
    - 6:135 Accelerated Placement Program
    - 6:270 Guidance and Counseling Program
    - 7:10 Equal Educational Opportunities
    - 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
    - 7:160 Student Appearance
    - 7:200 Suspension Procedures
    - 8:10 Connection with the Community
  6. Minutes of a Regular Meeting and Workshop, November 12, 2024
  7. Release of Executive Meeting Minutes August 13, 2024 - November 12, 2024

**Motion:** Ms. Zinser moved, seconded by Dr. Venson, that the Lake Forest Community High School District 115 Board of Education, Lake Forest, Illinois approve the Consent Agenda Items, as presented.

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

Aye: Venson, Zinser, Helms, Burns, Noble, Davis  
Nay:  
Absent: Winebrenner

The motion was carried unanimously.

## FOIA REQUESTS

John Emser | 1 of 1 | Completed

## PUBLIC PARTICIPATION

None

## **ANNOUNCEMENTS**

<b>Dec 23, 2024 - Jan 3, 2025</b>	<b>No School for Students or Staff - Winter Break</b>
<b>Monday January 20, 2025</b>	<b>No School for Students or Staff - MLK Day</b>
<b>Tuesday, February 11, 2025</b>	<b>Board of Education Meeting - 7:00 p.m. LFHS West Campus Board Room</b>

## **ADJOURNMENT**

A motion was made by Ms. Davis, seconded by Mr. Burns to adjourn the meeting.

On Voice Vote, motion carried.

Mr. Noble declared the meeting adjourned at 9:03 p.m.

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John Noble, President

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Date

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John Venson, Secretary

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Date