

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF EDUCATION**

**LAKE FOREST SCHOOL DISTRICT 67  
September 27, 2011**

**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 Board Room and called to order at 7:26 p.m. by Julia Wold.

Board members present at roll call were:

Bill Andersen	Laurie Rose
Lesley Fisher	Rick Schuler
John Julian	Julia Wold
Jeff Pinderski	

Administration Present:

Dr. Harry Griffith, Superintendent  
Allen Albus, Deputy Superintendent  
Jennifer Hermes, Asst. Superintendent  
Dr. Julie Cooley, Asst. Superintendent

Staff Present: Pam Burke, Board Clerk

Guests Who Signed in: Julie Meadows, LFEA President, Jon & Susan Barrere, DPM, Elizabeth Hennessey, WM. Blair & Co., Tucker Strang, WEB, Stephanie Klein, Liaison, Maureen Knipe, Liaison, Amy Lamberti, Liaison, Mike Borkowski, parent, Megan Stockton, Liaison, Sarah Gunderson, Liaison, Andrea Cutting, Liaison, Gloria Maliszewski, DPM teacher, Teri Albus, Liaison.

**MOTION TO AMEND THE AGENDA**

**MOTION:** Mr. Julian moved seconded by Mr. Pinderski that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois amend the agenda to move the Student Development Report to the next item.

On voice vote, motion carried unanimously.

Student Development – Vision #3

Dr. Cooley introduced Rebecca Leafman, DPM Assistant Principal and Director of Emotional Wellness Initiative, and Joe Malin, Student & Faculty Services Coordinator. Ms. Leafman reported that this begins the fifth year of the Emotional Wellness initiative. She highlighted some of the many efforts celebrated in the schools and the community.

Mr. Malin reported that the importance of collaboration between family, school and community was emphasized last school year. He cited several examples including *Race to Nowhere*, District 67's partnership with LEAD and a strong partnership with the district's APT groups which link family, school and community through strong parent representation and

contributions. Parent representation at Deer Path Middle School has brought about a strong awareness and critical support which has made the initiative a success.

Ms. Leafman reviewed the character traits of the initiative and reported that they are the strong foundation from which other emotional wellness programming has taken root. The seven (7) character traits also link family, school and community together by using common language which transcends to hallways, classrooms and the kitchen table. Ms. Leafman and Mr. Malin then highlighted some of the character traits in action, which included Bucket Fillers (imaginary buckets filled when children use kind and thoughtful words and actions.) and WEB (Where Everyone Belongs.)

Ms. Leafman reported that last year, with the support of Dr. Griffith and the Spirit of 67, Deer Path Middle School sent seven (7) staff members to WEB training. WEB is a middle school transition program that promotes positive student-to-student connections. Last spring, 92 eighth grade students applied to be WEB leaders and 52 were selected to help transition 241 fifth graders to DPM. The program is designed to help all middle school students find their place. Ms. Leafman introduced 8<sup>th</sup> grade students Jill Barrere and Tucker Strang to speak about what being a WEB leader means to them. Ms. Leafman thanked everyone involved with the WEB program including people working behind the scenes.

Dr. Cooley then reviewed Student Development Vision Statement #3, which states that by 2015, 100% of District 67 students will report positive perceptions of their school climate and demonstrate social-emotional competency. She noted this information is gathered in a number of ways but primarily through the School Wide Behavior Support Survey which has been given for the last four (4) years. In grades 2-4, the survey indicates that 97.2% and in grades 5-8, 83.7% of the students do have a positive perception. This is a small increase over the baseline year of 2010. As in previous years, students report above a 4 (a score above a 3 indicates a positive perception), as to how safe they feel in their school environment. The lower scoring areas on the survey are reported in student perceptions of each other. Dr. Cooley expects to see growth in this area now that the WEB initiative is in place at DPM. An analysis of the Deer Path Middle School discipline reports indicates an increase in the number of students who had no disciplinary incidents in 2010. A reduction in the number of bullying reports is also noteworthy. Finally, Dr. Cooley reviewed on-time attendance. Over 90% of the students had five (5) or less tardies last year.

### **PRESIDENT'S REPORT**

Mrs. Wold presented a brief update on the search for a new superintendent. The District 67 and 115 Boards of Education met on September 6 together with Dr. Linda Hanson and Dr. David Clough to further define and prioritize desired attributes of the superintendent, which were gathered from the survey and focus groups. In addition, the two Boards finalized the dates for applicant interviews. The first round of interviews for six (6) candidates will be held December 7 and 8. The pool will be reduced to a final three (3) candidates to be interviewed on January 9, 11 and 12. The updated timeline is available on the district website. It is anticipated that action will be taken on the new superintendent's contract on February 13.

Mrs. Wold reported that the Board of Education has received eleven (11) applications for membership on the Operations and Finance Committee. Committee members which include assigned Board members, and Mrs. Wold, met to interview the candidates. Mrs. Wold commented on the high quality of each candidate and noted it would be a difficult decision.

Mrs. Wold announced the appointment of Bill Andersen to serve a two (2) term as the Governing Board representative. This position will serve as a link between the Illinois Association of School Boards and the Board of Education.

### **SUPERINTENDENT'S REPORT**

Dr. Griffith welcomed members of the audience to tonight's meeting. He reported the Sixth (6<sup>th</sup>) Day Enrollment for each school, Cherokee/358, Everett/342, Sheridan/251, and Deer Path Middle School/1072. The K-4 school enrollment has decreased by 44 students this year over last and Deer Path Middle school enrollment has increased by 33 students this year over last. Overall, District enrollment remains constant with a difference of 11 students this year over last (2034/2023.) Total enrollment this year is a smaller decline than projected. A complete enrollment report including a trends report, 20-year history and a five-year projection will be presented at the October Board meeting.

Dr. Griffith called upon Dr. Henrikson to introduce Mrs. Laura Montgomery, Deer Path Middle School technology coach, and Mrs. Amy Lamberti, grade 5/6 Netbook coach who shared the successful start up of the Grade 5/6 Netbook initiative. Mrs. Lamberti reported that the 510 Asus Netbooks were distributed to all 5/6<sup>th</sup> grade students the first full week of school. Beyond the staff development provided for the teachers, infrastructure was updated, id numbers were assigned, internet was connected, Edline was activated and printers were installed. Mrs. Lamberti reported that 21<sup>st</sup> Century classrooms are filled with readers, writers, and thinkers working with computers. The students are problem solvers, risk takers and engaged when they are working with new tools. Mrs. Lamberti and Mrs. Montgomery responded to questions from the Board of Education and Board members thanked them for an informative report.

Dr. Griffith introduced Dr. Andy Henrikson who announced that he has applied for three (3) grants to date for the Mandarin Immersion program. The district received a grant from the State of Illinois for \$19,000, a grant from the Spirit of 67 for \$3,000 and he just received notice that both Lake Forest School District 67 and 115 have been selected to be included in U.S. based Asia Society's national network of 100 exemplary Chinese language programs called Confucius Classrooms. The distinction also came with a cash award of \$10,000. The Network represents schools or districts in 27 states and the District of Columbia.

Dr. Griffith presented a comparison summary for the Communications Department and reported that salary cost for Anne Whipple as a consultant is "middle of the pack." Only Glenview District 34 requires other responsibilities beyond communication of its Communications Director.

Dr. Griffith called upon Dr. Cooley to speak about the Youth Summit. Dr. Cooley reported that 90 students were randomly chosen from Lake Forest High Schools, Lake Forest Academy and Woodlands Academy to come together to talk about what it is like to grow up in Lake Forest and surrounding communities. They talked about what they cherish as well as the struggles they face. Throughout the day-long event, they processed the information and developed six topics to present that evening to a variety of community leaders and members of the District 115 Board of Education. Dr. Cooley advised it was a powerful evening. The students reported they feel safe in the community, they love the beach and the town but the pressure to succeed is quite strong. Dr. Cooley announced that as a follow up, LEAD is

sponsoring an evening with Dr. Wendy Mogul, a clinical psychologist and author of *The Blessing of A Skinned Knee* and *The Blessing of A B Minus*. Dr. Mogul presents practical advice to help families achieve a life balance in the face of external pressures. The event will be held on November 2 at 7:30 pm, Lake Forest High School.

Dr. Griffith encouraged Board members to attend the IASB Friday Pre-Conference workshops on November 18. Please contact Pam Burke, Board clerk to register.

## **PUBLIC PARTICIPATION**

None

## **REPORTS**

### Standard & Poor's "AAA" Rating

Dr. Griffith reported that District 67 finances have been reevaluated. He introduced Liz Hennessey from Wm. Blair who helped the District prepare for the reevaluation. Dr. Griffith called upon Mr. Albus to present the report.

Mr. Albus reported that several months ago, he received a series of in-depth questions from Standard & Poor's as part of a normal review process for the District. He recently received affirmation on the general obligation bonds affirming the "AAA" rating and stable outlook and on the debt certificates, "AA+" rating and stable outlook. Dr. Griffith read aloud the final conclusion regarding the general obligation bonds and the debt certificates. The ratings reflect Standard & Poor's view of the District's participation in the diverse Chicago metropolitan area economy; very strong income wealth; stable finances, supported by strong cash reserves, and low overall debt with limited additional capital needs.

## **BOARD COMMITTEES**

### Board Education Committee – Lesley Fisher, Bill Andersen

The Education Committee met on Tuesday, September 20. The Social-Emotional Learning report was presented earlier in the meeting. In addition to hearing from Tucker Strang and Jill Barrere earlier this evening, Mr. Steinert attended the Education Committee meeting to present a fall update on Where Everyone Belongs (WEB.) He discussed the importance of middle school students feeling connected to their school. He showed footage of the orientation where 8<sup>th</sup> grade WEB leaders spent a full morning in late summer with 5<sup>th</sup> graders. The WEB leaders played games and answered the 5<sup>th</sup> graders questions which helped reduce anxiety levels before the first day of school. Mrs. Fisher relayed some facts regarding the WEB program and WEB leaders.

The committee also reviewed a written report from Dr. Henrikson on the 2011 summer curriculum work that was conducted. Greater than 100 District 67 staff members, spending an estimated 680 hours, participated in approved curriculum projects over the summer. In the past, summer projects were more teacher directed without alignment to District curricular improvement initiatives. Last summer, department directors initiated summer projects that were related to Board goals. Teachers proposed projects that would make their instruction more 21<sup>st</sup> Century oriented. Title II money, given to the local government by the federal government, is used to support this program.

The committee received a report on My Learning Plan, the District's professional development management system, which indicated 58 professional development activities available for

District 67 and/or District 115 faculty/staff. Writing, technology, World Language, 21 Century learning skills, among others, were included in these activities. Some external consultants were used at in-services, but faculty and staff were empowered at many facilitated in-services using their own expertise. A written report is available in the Board packet.

Dr. Cooley provided an NSSED update and noted that the Everett students who were formerly placed at Ravinia School in Highland Park have been brought back to District 67 and are now attending Everett School. Initial feedback from these students' parents has been positive.

The Education Committee has asked for further detail related to the placement of students in the Explore and QUEST programs. Mrs. Brueggeman will be invited to attend a future meeting to address the process. It was suggested that this committee be privy to the information discussed at Curriculum Coordinating Committee (CCC) meetings as this will assist the Education Committee as they continue to make long-term goals.

The committee also previewed the 2010-11 World Language Report to be presented at the October Board meeting. The next meeting of the committee will be held on November 15 at 8:15 am, Wet campus.

#### Board Operations Committee – Laurie Rose, Rick Schuler

Mrs. Rose reported that the Operations Committee met on September 21 at 8:45 am at Cherokee School. Mrs. White presented an overview of the work orders completed at Cherokee School during the summer as well as the Five-Year Capital Plan for the building. Dr. Griffith explained that in light of the economy over the past few years, the only improvements budgeted for district buildings were safety related. He stressed the importance of preventative maintenance and noted it should be added back into the budget to preserve the school buildings. As always, safety remains a priority.

Dr. Shinn reported that a lot of work was completed this summer including set up for the Mandarin Immersion program. The process to determine which maintenance and technology projects are completed was discussed. Technology and facilities work together with regard to long-range planning and preventative maintenance for school buildings and infrastructure.

Mr. Albus presented a review of the goals and Mrs. Rose read the goals aloud to the audience and Board members. These goals can be found on the District website.

Mr. DuBose presented an overview of the Five-Year Technology Plan for Cherokee. He explained the process for replacing computers, lap top carts, and computer labs. The next meeting will be held at Everett School on October 14.

#### Board Finance Committee

Mr. Pinderski reported that the Finance Committee met on Friday, September 23. The committee reviewed nine (9) agenda items, and endorsed four (4) of those items. Mr. Albus reviewed the detail of the Standard & Poor's ratings for the general obligation bonds (AAA rating) and the debt certificates (AA+.) Mr. Pinderski noted this is great news but is primarily due to action taken by previous board and staff members. He reminded board members and staff to remain diligent to "keep in the green" as these ratings will be reviewed again in two years. The group also discussed debt-refunding options due to the low interest rates.

Mr. Pinderski called upon Mr. Albus who explained that in September 2002 the district issued limited debt certificates. The final payment on those bonds will be on January 1 2016. The bonds will become callable on January 1, 2012, and the earliest the certificates could be restructured is October of 2011.

The intention was to bring this to the Board tonight but discussion ensued at the Finance Committee meeting on Friday and the resolution was tabled until October in order for the committee to work through some scenarios before the next Board meeting. He advised a savings of \$94,000 or greater.

Mr. Pinderski advised that the committee endorsed the proposal for Standard Insurance Company Long Term Disability and the proposal for the Allied Administrative Services Agreement both of which will be presented for Board action at tonight's meeting. The committee spent time reviewing the District's Five-Year Financial Projection and the group discussed several scenarios using the projection and focused on key concerns around the long-term trends for the district's viability. These concerns include the continuing, challenging economics in the community, the cost of maintaining the District's aging infrastructure, low interest rates, rising insurance costs, uncertainty in timing of state funding, and looming future deficits. The committee also discussed areas for additional cost savings but kept education as the primary focus. Finally, the committee reviewed and endorsed the FY12 Goals using the same format as last year. The next meeting date has not been determined.

## **DISTRICT COMMITTEES**

### North Suburban Special Education District – Jeff Pinderski

No report was presented.

### Illinois Association of School Boards/ED-RED – Bill Andersen

Mr. Andersen advised that he attended the Ed-RED meeting held yesterday, September 26. ED-RED is a lobbying organization that represents 75 elementary districts and 13 high school districts in Cook County, Lake County and DuPage County. Ed-Red has two full time lobbyists that spend an enormous amount of time in Springfield watching out for suburban and Chicago schools. He reported the core beliefs of ED-RED which include local control of financial decisions, stable and reliable funding from the state and no unfunded mandates. The group held a detailed discussion of the legislation in Springfield over the past several months. Mr. Andersen highlighted three (3) pieces of legislation including talk of school district consolidation. There are 850 school districts in the state of Illinois. A task force has been created, chaired by the Lieutenant Governor and it is anticipated that a report will be issued by next July. The committee also discussed the teachers pension fund which remains underfunded. Numerous ideas for new sources of revenue are being considered. Finally, Governor Quinn signed Senate Bill #7 last June, which among other things, allows for the lengthening of the school day. Mr. Andersen announced that ED-RED meets monthly during the school year and he will be reporting from time to time throughout the school year.

### Professional Development – Rick Schuler

#### Summer Curriculum Project Report

Mr. Schuler deferred to Dr. Henrikson who highlighted several summer projects including a kindergarten team who developed a 21<sup>st</sup> Century project which will be introduced to all of the District's kindergarten teachers this year. In August, partial language immersion teachers (Mandarin and English) participated in a week of training in Barrington, headed by University of Minnesota Immersion scholar Dr. Tara Fortune, and her colleagues. On August 23, an All-

District Day was held which was a “un-conference” as all teachers are in different stages of 21<sup>st</sup> Century learning. This proved to be a valuable learning experience. A more detailed report of summer curriculum project is included in the Board packet. Committee meetings will begin soon.

Curriculum Coordinating Committee – Laurie Rose

The Curriculum Coordinating Committee has not met. The first meeting of the new school year will be held on October 20. The committee will conclude its search for a new committee member at that time.

Spirit of 67 Foundation – Julia Wold

Mrs. Wold reported that the Spirit of 67 met on September 13 at 9:15 am. Mrs. Muscaraello presented the year-end financial report. She advised that over \$136,000 was made in contributions not raised at Spirit events. 569 families participated in Spirit this year, which is an all-time high. \$4200 was collected in August and to date, \$38,045.78 has been received in donations since July 1. Donations were down which is believed to be a result of District 67 moving exclusively to an on-line school fee payment system. In July and August, only 39 donations in the form of checks were sent to Spirit, which is down from 156 mailed in at the same time last year. The Spirit board is hoping that the communications committee’s efforts on curriculum nights to place a Spirit donation form and bookmark on each desk will bring in more donations.

“You Are the Spirit Week” begins Monday, October 17, with a Phonathon. Last year, over \$13,000 was raised during the Phonathon. The week culminates with the fall benefit luncheon on Friday, October 21 at Exmoor Country Club from 10:30 – 2:30 pm.

**RECOMMENDATIONS**

Adoption of the 2011-12 Budget

Dr. Griffith called upon Mrs. Hermes to present the Budget proposal. Mrs. Hermes reported that the budget has been on display and has been available for inspection by the public since the July Board meeting. The recommendation is to adopt the budget as presented.

**MOTION:** Mr. Pinderski moved seconded by Mr. Schuler that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois approve the adoption of the 2011-12 Budget.

Ayes: Wold, Schuler, Rose, Pinderski, Julian, Fisher, Andersen  
Nays: None  
Absent: None

Motion carried unanimously.

Adoption of Debt Refunding Resolution

Dr. Griffith recommended this item be tabled with the anticipation that this may return at a later time.

**MOTION:** Mr. Schuler moved seconded by Mr. Julian that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois table the approval of the adoption of Debt Refunding Resolution to another time.

On voice vote, the motion carried unanimously.

Approval of 2011-12 Long-Term Disability Policy

Dr. Griffith advised this was reviewed at the Finance Committee meeting and the Board's approval is recommended.

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

**MOTION:** Mr. Pinderski moved seconded by Mr. Julian that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois approve the 2011-12 Long Term Disability Policy as presented.

Ayes: Andersen, Julian, Fisher, Schuler, Wold, Rose, Pinderski  
Nays: None  
Absent: None

Motion carried unanimously.

Approval of Allied Administrative Services Agreement

Mr. Albus advised that this is the renewal from Allied Benefit Systems for their administrative services for the dental and flex plan for the District. There is no increase in any of the fees for the 2012 year.

**MOTION:** Mr. Julian moved seconded by Mr. Schuler that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois approve the Allied Administrative Services Agreement as presented.

Ayes: Julian, Schuler, Andersen, Fisher, Wold, Pinderski, Rose  
Nays: None  
Absent: None

Motion carried unanimously.

Approval of DPM Parking Lot Lights - Rebid

This project was bid earlier this spring and bids came in higher than anticipated. Adjustments were made to the specs. The project was rebid in two phases and the Metal Halide lights were changed to LED. During the process, the District became aware of an Illinois State Board of Education School Energy Efficiency Grant that might become available if LED lights are part of the bid. If the grant is not awarded, phase 2 of the project will be part of the FY 2013 budget and will probably need to be rebid. It is recommended that the bid be awarded to Associated Electric as the low bidder.

**MOTION:** Mrs. Fisher moved seconded by Mrs. Rose that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois approve the DPM Parking Lot Light re-bid as presented.

Ayes: Rose, Pinderski, Wold, Fisher, Andersen Schuler, Julian  
Nays: None  
Absent: None

Motion carried unanimously.

**CONSENT AGENDA**

The following items were listed as part of the Consent Agenda:

Approval of Minutes of A Regular Meeting –July 26, 2011

Approval of Minutes of A Joint Workshop/Executive Session – September 6, 2011

Approval of Disbursements, Payrolls, and Financial Statements for August 2011

Approval of Human Resources Items

Approval of Application for Recognition of Schools

Approval of Destruction of Audio Recordings: None

**MOTION:** Mr. Pinderski moved seconded by Mr. Schuler that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois approve the Consent Agenda as presented.

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

Ayes: Andersen, Fisher, Julian, Pinderski, Rose, Schuler, Wold  
Nays: None  
Absent: None

Motion carried unanimously.

**FREEDOM OF INFORMATION ACT (FOIA)**

Mr. John Barron, United Roofers, Waterproofers, & Allied Workers, Local No. 11 - Westchester, IL 60154

Deborah Hellmich, IKON Office Solutions, Vernon Hills, IL 60061

**EXECUTIVE SESSION**

No Executive Session was held.

**FUTURE AGENDA ITEMS**

**ANNOUNCEMENTS**

Monday, October 10 Columbus Day – No School  
Monday, October 17 Spirit of 67 – *You Are the Spirit Week*  
Friday, October 21 Spirit of 67 Fall Luncheon – 10:30 am, Exmoor Country Club  
Tuesday, October 25 Board of Education Meeting – 7:00 pm  
LFHS West Campus, Board Room

**ADJOURNMENT**

**MOTION:** Mr. Pinderski moved seconded by Mr. Julian that the Board of Education of Lake Forest School District 67, Lake Forest, Illinois adjourn at 9:13 pm

On voice vote, motion carried unanimously.

Meeting adjourned at 9:13 pm

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Laurie Rose, Secretary

