

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
March 12, 2007**

CALL TO ORDER AND ROLL CALL

A Regular Business Meeting of the Board of Education of Lake Forest Community High School District #115, County of Lake, State of Illinois, was held on Monday, March 12, 2007 and called to order at 7:00 p.m. in Council Chambers at City Hall.

On Roll Call the following Members were found to be present:

Marilyn Harlow, Member	Jim Carey, Member
Sharon Golan, Member	Dick Block, Member
Mary Ritter, Secretary	Tom Neri, Vice President
Janet Nelson, President	

Administration

Present:

Dr. Harry Griffith, Superintendent
Jay Hoffmann, Principal
Allen Albus, Deputy Superintendent for Finance and Operations
Jennifer Hermes, Assistant Superintendent of Business Services
Dr. Dennis Morgan, Assistant Superintendent for Personnel
Gary Pickens, Director of Technology
Tim Burkhalter, Athletic Director

PRESIDENT'S REPORT

Janet Nelson announced that the Board and Administration held a joint workshop on February 28th to discuss District goals for the 2007-08 school year. The group reviewed the Strategic Plan and concluded that many of the Strategic Plan goals have been completed. They will focus the District Goals on the areas still under development which include emotional wellness and interdisciplinary learning. She indicated that the Board would complete the goal setting process in April and also conduct a self evaluation. Janet stated that the election for new board members will be held April 17 and the Board would reorganize at its May meeting.

SUPERINTENDENT'S REPORT

Superintendent Dr. David Vick and Board of Education President Jim Dasso of District 65 presented an overview of the upcoming Lake Bluff elementary school referendum on the April 17 ballot. They are asking Lake Bluff residents to consider a six point master facility plan to build a new K-5 school and renovate infrastructure at the middle school.

Principal, Jay Hoffmann thanked Board members for inviting Administration to participate in determining District goals. He reported that Talent Show was a great

success and thanked the APT, students, and staff for their dedication and hard work. Mr. Hoffmann introduced Student Council Representative Sarah Quon. Sarah reported on the many service projects our students are involved in including Earth Week activities and scheduling a community work date.

Dr. Griffith thanked Superintendent Vick and Board President Jim Dasso for their presentation to the community. He presented information to the Board regarding the Job Shadowing program. He also announced that the third annual Wall of Fame Induction Ceremony will be held April 10. Four recipients will be honored at that time. Dr. Griffith also announced that a Dimensions Task Force had been formed to investigate best practice for programs like Dimensions. The task force will include administrators, parents, teachers, and students. The task force will present a recommendation in the fall of 2007 for 2008 implementation. He also announced that he had met with representatives from the College of Lake County. They discussed a variety of partnerships, some of which include the college offering unique AP classes and dual credit programs.

PUBLIC PARTICIPATION

There was no Public Participation

REPORTS/DISCUSSION

Personnel

Dr. Dennis Morgan and Joe Pulio presented the Personnel and Mentor Program Report. Dr. Morgan discussed the statistical profile of certified staff. He reported that 80% of our teachers possess a Master's degree or higher and staff members have attended 60 different colleges and universities. Dr. Morgan gave a brief overview of the new teacher mentor program and introduced the Teacher Mentor Committee Co-Chair, Joe Pulio. Joe described the Core Values of the program. The program meets Board initiatives and is designed to foster a strong teaching foundation and improve student education. The program will be monitored, evaluated and revised over the 2007-08 school year and a two-year mentor-protégé curriculum will be developed for the future.

Athletics

Athletic Director, Tim Burkhalter, presented an overview of the athletic department. He reported that the high school offers 33 sports and 92 levels. The program serves 1,148 student athletes, or approximately 65% of the students. Tim noted a variety of highlights which include state champions, national and conference recognition. He gave a brief overview of the accommodations that are being made to continue the programs in light of the construction project. His Department has worked with other area schools and park districts to reserve alternative locations for summer programs. He presented future goals and initiatives which include creating a comprehensive coaching job description for all coaching levels, and an effort to collaborate with the community Drinking Task Force to address underage drinking as it relates to our student athletes and the code of conduct.

Project Procedures Manual

Deputy Superintendent for Finance and Operations, Allen Albus presented a draft of the Project Procedures Manual. The manual will serve as a common reference point for all involved in managing the project. The Board was asked to review the document and suggest revisions.

BOARD COMMITTEE REPORTS

Board Education Committee

Mary Ritter announced that the committee discussed departmental assessments and the standards for assessment. Dr. Cooley presented information about the Social/Emotional Initiative. Rebecca Leafman, Deer Path Middle School Assistant Principal discussed what the middle school is doing in this area and articulation with the high school. The committee is investigating Chinese as a language offering in high school.

Board Operations Committee

There was no report.

Board Finance Committee

Jim Carey reported that the committee met with the external auditors (Evans, Marshall, & Pease) and the district was presented a clean opinion on its financial statements. The auditors indicated there was no need for a management letter as no weaknesses were identified. The committee reviewed financial report formats and its investment policies. An external review was conducted by PMA and no changes were suggested. The committee will review the 2007 Amended Budget at their May meeting.

Joint Shared Service Committee

Sharon Golan thanked Mary Andersen for hosting the Tri-District gathering for Board members from Lake Forest District 115, Lake Forest District 67, and Lake Bluff District 65. The committee met on February 20, 2007 and discussed the administrative move to West Campus. This move will allow for more space for classrooms the high school. The committee also discussed flexible space at West Campus and the allocation of costs for both districts.

Policy Committee

There was no report.

ACTION ITEMS

Approve and Accept Paper Bid

Mr. Allen Albus gave a brief overview of the Lake Forest – Lake Bluff Paper Cooperative bid process. Elyse Tadel, bid manager, explained that Murnane Paper of Elmhurst submitted the lowest responsible bid at \$20.15 per case.

MOTION: Mrs. Golan moved and Mr. Neri seconded that the Board of Education accept on behalf of the Lake Forest – Lake Bluff Paper Cooperative, the Murnane Paper of Elmhurst, IL paper bid in the amount of \$987,209.45. (Lake Forest High School’s share of the order is \$15,331.15) as presented.

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

ROLL CALL: Aye: Neri, Carey, Golan, Ritter, Block, Harlow, Nelson
 Nay: None
 Absent: None

Motion Carried

Approval and Accept Soil Testing Services Contract

Allen Albus explained that Lake Forest High School has used STS Consultants in the past and both the Architect and the Construction Management Company recommend STS Consultants for this service.

MOTION: Mrs. Harlow moved and Mr. Carey seconded that the Board of Education approve and accept the STS Consultants contract for Construction and Material Testing Services for the Music Addition Building Project in the amount of \$34,547.00 as presented.

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

ROLL CALL: Aye: Carey, Golan, Ritter, Block, Harlow, Nelson
 Nay: None
 Absent: None

Motion Carried

Approval of Personnel Report

MOTION: Mrs. Ritter moved and Mrs. Golan seconded that the Board of Education discuss the Personnel Report during Executive Session. Action is anticipated in Open Session following the close of Executive Session.

On voice vote, the motion carried.

It was the Consensus of the Board to remove Approval of Pepper Construction Company Pay Request number one from the Consent Agenda.

Approval of Pepper Construction Company Pay Request Number One

Allen Albus gave a brief overview of the construction Pay Request process. Mr. Jim Carey reported that the process was explained to the Finance Committee by PMA at the March 9th meeting.

MOTION: Mr. Neri moved and Mr. Carey seconded that the Board of Education approve Pepper Construction Company Pay Request Number One in the amount of \$880,820.16 as presented.

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

ROLL CALL: Aye: Neri, Carey, Golan, Ritter, Block, Harlow, Nelson
 Nay: None
 Absent: None

Consent Agenda

Mrs. Nelson reported that the Consent Agenda includes:

Minutes:

Minutes of the February 12, 2007 regularly scheduled Board
Of Education Meeting
Minutes of a February 13, 2007 Special Meeting
Minutes of a February 26, 2007 Special Meeting
Minutes of the January 22, and February 26, 2007 Executive
Sessions

Financial Reports:

Financial Reports: The List of Checks Written and Direct Deposit Payroll for February 8, 2007 to March 7, 2007 as follows:

Education Fund	\$ 424,444.09
Building and Maintenance Fund	163,019.22
Transportation Fund	83,770.45
Site and Construction Fund	313,498.71
Direct Deposit Payroll & Taxes	<u>1,906,108.78</u>
Total Expenditures	\$ 2,890,841.25

The Treasurer's Report, Revenue/Expense Reports dated March 8, 2007 as presented.

The Financial Report for the period ending February 28, 2007.

MOTION: Mr. Carey and Mr. Block seconded that the Board of Education approve the Consent agenda as presented.

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

ROLL CALL: Aye: Carey, Golan, Ritter, Block, Harlow, Nelson
 Nay: None
 Absent: None

Motion Carried

NEXT MEETING DATE:

Mrs. Nelson announced that the next Regular Business Meeting will be held on Monday, April 9th 12th, 2007 in Council Chambers at City Hall.

ADJOURNMENT

MOTION: Mrs. Harlow moved and Mrs. Golan seconded that the Board of Education of Education adjourn to Executive Session.

On voice vote, the motion carried.

The Regular Meeting of the Board of Education adjourned to Executive Session at 9:45 p.m.

RECONVENE OPEN SESSION

MOTION: Mr. Carey moved and Mrs. Harlow seconded that the Board of Education adjourn to Open Session at 10:08 p.m.

On voice vote, the motion carried.

MOTION: Mr. Neri moved and Mrs. Golan seconded that the Board of Education approve the Personnel Report as presented.

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

ROLL CALL: Aye: Neri, Carey, Golan, Block, Harlow, Nelson
 Nay: None
 Absent: Ritter

Meeting adjourned at 10:10 p.m.