

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
March 8, 2011**

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 Tuesday, March 8, 2011 and called to order at 7:00 p.m. at West Campus in the Boardroom

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

Marilyn Harlow, Vice President
Nicki Snoblin, Member
Jim Carey, Member
John Scribner, Member
Todd Burgener, Member
Sharon Golan, President

Absent: Dick Block, Secretary
Administration Present:

Dr. Harry Griffith, Superintendent
Allen Albus, Deputy Superintendent for Finance and Operations
Jennifer Hermes, Assistant Superintendent of Business Services
Dr. Julie Cooley, Assistant Superintendent of Student Services
Dr. Michael Cyrus, Assistant Superintendent of Human Resources
Cornelius DuBose, IT Director
Jay Hoffmann, Principal

PRESIDENT'S REPORT

President, Sharon Golan, called the meeting to order at 7:00 p.m.

SUPERINTENDENT'S REPORT

Dr. Griffith asked Mr. Hoffmann to report on activities at the high school. Mr. Hoffmann asked Caroline Stride to give her report. The first student council sponsored ELS dance was held on February 26th. Twenty-five special needs students attended along with student volunteers from the Integrated Wellness class. Student Council elections will be held in May. Prom is scheduled for May 14th at the Chicago Marriott. Mr. Hoffmann congratulated the girls gymnastics team and their Coach, Robin Straus, on their second place finish at State.

Dr. Griffith congratulated IMEA winners Ethan Borre, Alex Kroger, Lily An, James Schmidt and Billy Gregg. Orchestra Director, Robert Bassill explained that our students audition to participate in a concert in November with other high performing musicians in the area. After a state selection meeting, top musicians go to state to represent their district. After intense rehearsals with professional conductors our students participate in a

professional quality concert with musicians from around the state. Several students are working on a piece that will be performed at the May Board meeting.

Dr. Griffith directed the Board to the District Dashboard on the website for new information on the Emotional Wellness Initiative and finances. Anne Whipple commented that the Dashboard is updated as new information becomes available.

Dr. Griffith announced that in collaboration with the celebration of LFHS's 75th birthday this year, Mark Mahon has completed a new painting that will be used as a fundraiser by the Foundation. The original will be displayed in the main hallway of the high school.

Dr. Griffith congratulated Debate Team members, Eric Neumeister and Yegor Elkin who qualified this weekend for Nationals in Dallas in Public Forum Debate. The two seniors went 4-1 to take the prize. Ryan Adams placed 5th in the senior chamber competition.

As part of the new initiative, the Counseling Department is hosting a parent seminar on topics related to the college application process and preparation for the college experience on March 12th.

Dr. Griffith congratulated Debra Ann Reimer on her appointment as part-time Student Assistance Coordinator. Funding for this position is provided by Lake Forest Hospital and the Speak Up Coalition.

PUBLIC PARTICIPATION

There was no public participation.

REPORTS AND DISCUSSION

Dr. Griffith introduced Dr. David Clough from School Exec Connect, the firm that is assisting with the search for the new Superintendent for Districts 115 and 67. Dr. Clough reported that 488 people responded to the on-line survey and 147 people attended one of the 16 focus group meetings. Participants included parents, teachers, support staff, administrators, APT and Foundation members and community members. They were asked to list the Districts greatest strengths and greatest challenges, to identify areas of importance the new superintendent should focus on and to describe the most important characteristics and skills the new superintendent should possess.

Included in the list of strengths identified are the enthusiastic community-wide value of education, the talented and dedicated teachers, good financial resources, high expectations of parents, state of the art facilities, preparation of students, up to date technology, focus on student achievement, articulated quality k-12 curriculum and forward looking vision. Challenges included parents advocating for their own child rather than for the good of all and the need to balance educating the whole child with educating for test scores. The need to move from very good to great, to communicate and remain transparent with stakeholders, to retain and attract quality staff and to teach 21st century skills and keep up with technology were also important to respondents. The existence of tax caps that restrict income for future budgets and the fact that the majority of District residents do not currently have children in

school were also identified as challenges. Participants also agreed that a successful new superintendent should communicate a clear agenda, recruit and retain top quality administrators and staff, infuse 21st Century Skills in learning, develop an efficient management structure for delivering k-12 curriculum among sending schools and the high school, develop a shared vision, possess a strong academic background, have financial acumen and understanding of school finances, be an excellent listener and possess written and verbal communication skills. Respondents also desire a visible leader who is a creative problem solver and makes effective and firm decisions based upon collaborative discussions and input, a team builder with high expectations who demands accountability, works collaboratively and develops trust, is personable, transparent, approachable and cooperative.

Community member, Sally Sauser, who is a search firm specialist in the private sector, suggested that the next phase should include a job description developed from the information obtained in this information gathering phase.

Dr. Griffith presented a report on shared services in response to Governor Ryan's recent call for forced consolidation of schools across Illinois as a cost-cutting measure. Senator Susan Garrett is working on a bill that would pursue alternatives to forced consolidation which could include Shared Services. The shared service model which has been in effect over the past 7 years in District 115 and 67, is not a merger or consolidation as each district keeps its own Board and has its own tax base. It was developed to provide a top quality, articulated education and eliminate redundant administrative positions and costs in both Districts. Shared Services opportunities have continued to grow as new areas for academic sharing and additional savings have been identified totaling approximately \$600,000 per year for each district which can be turned back to the education program. The continuing collaboration between Districts 115, 67 and 65 has resulted not only in significant savings, but in improved articulation in the K-12 programs in the communities of Lake Forest, Lake Bluff and Knollwood.

BOARD COMMITTEE REPORTS

Education Committee

Mrs. Harlow reported that the committee met on February 16th at 1:30 and on February 22nd at 10:30. The committee reviewed goals, prepared for the goal setting workshop and attended the *Race to Nowhere* presentation. They also reviewed the counseling program and discussed the on-going Special Education Study. Mrs. Harlow noted that the second community meeting on the Special Education Study will be held on March 23rd at 7 pm.

Mrs. Golan reported that tonight is Mrs. Harlow's last full meeting as her term is up in April. She thanked her for her 8 years of service to the Board.

Operations Committee

Mr. Burgener reported that the committee met on February 16th and received a facilities update from Carol White and Allen Albus. They received an update on solutions for storage of fuel at East Campus, long-term paper storage plans at West Campus and the progress on resolving a water leak that's appeared on the northern wall of the Commons. Carol White also reported that she is working on identifying savings by delaying non-essential projects in

the long term maintenance plan. Mr. Albus reviewed 2011 goal progress and the committee discussed goals for 2012.

Finance Committee

Mr. Carey reported that the committee met on February 22nd. They received an update on current goal progress and discussed proposed goals for the coming year and a mid-year update from Allen Albus and Jennifer Hermes on finances. Mr. Carey noted that expenses are exceeding revenues by an estimated \$1.5 million which will be paid out of reserve funds. Reserves are dropping quickly due to the low level of additional property taxes, low CPI, reduced interest earnings, lack of construction and impact fees, monies owned by the State and to some additional expenses relating to Special Education. Despite efforts to reduce expenses to offset the shortfall, it is predicted that we will fall well below the target 10% reserves for operating expenses. One of the next steps is to develop a contract with the teachers union that's reflective of the current economic environment.

LIAISON REPORTS

There were no Liaison Reports.

ACTION ITEMS

Approval of 2012-1013 School Calendar

MOTION: Mr. Carey moved and Mr. Scribner seconded that the Board approve 2012-2013 School Calendar as presented.

On voice vote, the motion carried

Approval of FOIA Cost Per Copy Charge

Board Policy 2:250 refers to Access to District Public Records and sets forth guidelines and procedures for complying to requests for records. Per the policy, the District may establish a copying fee schedule with the caveat that no fee may be charged for the first 50 pages of black and white, letter or legal sized copies. In light of a drastic increase in FOIA requests, requiring copies in excess of 50 pages, it is recommended that a per copy fee of \$.04 per copy be established with the understanding that this rate may be reviewed and periodically updated.

MOTION: Mr. Burgener moved and Mr. Scribner seconded that the Board approve establishing a \$.04 per sheet fee for Freedom of Information requests in excess of fifty pages as presented.

On voice vote, the motion carried

Approval of District Mission Statement and 2011-2012 Goals and Objectives

MOTION: Mrs. Harlow moved and Mrs. Snoblin seconded that the Board approve the District Mission Statement and 2011-2012 Goals and Objectives as presented.

On voice vote, the motion carried

Approval of Human Resources Report

MOTION: Mr. Carey moved and Mrs. Harlow seconded that the Board approve the Human Resources Report as presented.

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

ROLL CALL: Aye: Snoblin, Carey, Scribner, Burgener, Harlow, Golan
 Nay: None

Motion Carried

Approval of Consent Agenda

Mrs. Golan reported that the Consent Agenda includes:
Approval of Financial Reports and Schedule of Checks Written
Approval of Financial Reports:
Financial Reports: The List of Checks Written and Direct Deposit Payroll for
From February 3, 2011 to March 2, 2011:

Education Fund	\$	527,888.96
Building and Maintenance Fund		242,463.24
Debt Service Fund		---
Transportation Fund		61,064.11
Capital Projects Fund/ General		---
Procurement Card Expenses		29,961.05
Direct Deposit Payroll & Taxes		<u>1,998,519.72</u>
Total Expenditures	\$	2,861,647.08

Approval of Minutes: Including minutes of a Regular Meeting on February 8, 2011 and an Executive Session on February 8, 2011.

Destruction of audio recordings: May 12, 2009

MOTION: Mrs. Snoblin moved and Mr. Burgener 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, Harlow, Scribner, Burgener, Snoblin, Golan
 Nay: None

Motion Carried

FOIA REQUESTS:

Marianne Wood, 1130 Ashley Road, Lake Forest, IL 60045
Nancy Thorner, 331 E. Blodgett Avenue, Lake Bluff, IL 60044
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EXECUTIVE SESSION:

A Goals Workshop and an Executive Session were held prior to tonight's meeting.

FUTURE AGENDA ITEMS:

None

ANNOUNCEMENTS:	March 9	Late Start Day
	March 28-April 1	Spring Break
	April 4	School Resumes

NEXT MEETING DATE:	Tuesday, April 12	Board of Education Meeting 7:00 pm – West Campus Board Room
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ADJOURNMENT:

MOTION: Mr. Carey moved and Mr. Scribner seconded that the meeting be adjourned.
On voice vote, the motion carried

Mrs. Golan declared the meeting adjourned at 9:10 p.m.