

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
November 10, 2009**

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, November 10, 2009 and called to order at 7:06 p.m. at West Campus in the Boardroom

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

Marilyn Harlow, Vice President
Dick Block, Secretary
Nicki Snoblin, Member
John Scribner, Member
Todd Burgener, Member
Sharon Golan, President

Absent: Jim Carey, Member

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
Michael Cyrus, Assistant Superintendent of Human Resources
Jay Hoffmann, Principal

PRESIDENT'S REPORT

President, Sharon Golan called the meeting to order at 7:04 p.m.

SUPERINTENDENT'S REPORT

Dr. Griffith introduced District 65 Superintendent, John Asplund and Katie Williams, Principal of Lake Bluff Elementary. They thanked Dr. Griffith and the Board for welcoming Lake Bluff Elementary 4th and 5th graders and their teachers who spent the first 12 days of the school year at West Campus while construction on their school was completed. Mr. Asplund and Ms. Williams presented Dr. Griffith and the Board with a framed picture signed by staff and students as a token of their appreciation.

Dr. Griffith introduced Mr. Hoffmann and Lauren Ganshirt, Student Council President to report on activities at the high school. Lauren reported that fundraising efforts including "Adopt A Family" and "Toys for Tots" are underway for the holidays. The theme for prom will be "Midnight Masquerade."

Mr. Hoffmann reported there will be a Veteran's Day assembly in the RMA and that the band and singers will perform songs to honor veterans. The American Legion will be on hand to announce the winner of the essay contest. The Foundation is sponsoring a fundraiser with Sunset Foods on November 17 and 18. The annual APT Alumni Reception will be held the Tuesday before Thanksgiving during lunch hours in the Commons.

Dr. Griffith congratulated student athletes and coaches on a successful fall sports season and the staff of the newly reformatted student newspaper on the quality of the publication.

Mr. Hoffmann introduced faculty members Elizabeth Christofylakis and Kelly McKee who have been working on the China exchange. Elizabeth and Kelly presented an overview of activities during the recent visit of 9 students and their assistant principal from our sister school in Shanghai.

PUBLIC PARTICIPATION

There was no public participation.

CHANGE IN AGENDA:

Mrs. Golan asked the Board for a motion to change the agenda and move the reports on Instructional Practices and Mentoring and the Annual Assessment Report forward on the agenda.

MOTION: Mr. Block moved and Mrs. Snoblin seconded that the Board approve the change in agenda to move the reports on Instructional Practices and Mentoring and the Annual Assessment Report forward on the agenda.

On voice vote, the motion carried

REPORTS/DISCUSSIONS:

Michael Cyrus, Assistant Superintendent of Human Resources introduced Mentor Program Coordinators, Elizabeth Wolfe and Amy Birtman who gave an overview of the mentoring program. They described the growth of the State-certified mentorship program which began with 15 teachers and mentors and grew into the current program that now includes a Peer Coaching Program. This unique program has combined one-on-one mentoring of teachers new to the district with Best Practices Workshops with peer coaches. Veteran teachers work with novices and collaborate within and across departments as they construct lessons and observe new techniques. The ultimate goal is that the program will eventually extend to the entire faculty which will benefit the academic program and most importantly, the students.

Dr. Julie Cooley and Joel Malin presented the Annual Assessment Report. Dr. Cooley reviewed Test scores from ACT, SAT, PLAN, PSAE and Advanced Placement testing. She announced that the Class of 2009 matched the previous all time high composite score for ACT with a mean score of 25.6. Fewer students are taking SAT as many colleges now allow students to choose between taking the ACT and SAT. LFHS recorded an all time AP high when 711 students scored a 3 or higher on 783 Advanced Placement exams. For the third consecutive year the percentage of students meeting and exceeding standards increased for Reading and Math on the PSAE exam. Dr. Cooley also announced that the District met AYP for 2009.

BOARD COMMITTEE REPORTS

Education Committee

Mrs. Harlow reported that the committee met on October 16th. The committee discussed Board Goals and key objectives relating to student activities and school schedule pilots. The role of the committee in implementing the District Dashboard was discussed. The next meeting is scheduled for November 13th.

Operations Committee

Mr. Block reported that the Operations Committee met on November 5th with the District 67 Operations Committee to discuss matters of interest to both districts. The committees discussed combining grounds maintenance services to improve efficiency and save money in both districts. The general concept was approved with further discussions to occur in the future before a recommendation is brought to both Boards. Dr. Griffith noted that both district are investigating other opportunities to partner with the City. The next meeting is scheduled for December 1st at 8:00 a.m. at the Administrative Center.

Finance Committee

Mr. Scribner reported that the Finance Committee met on October 22nd with the District 67 Finance Committee. The District 115 committee welcomed two new community members , Kevin Burns and Will Thoms, who were selected from a group of highly qualified applicants. Mr. Scribner thanked Mr. Burns and Mr. Thoms for volunteering and all who applied. A representative of William Blair updated the committees on the current condition of the market and the possibility of restructuring the current debt. Theresia Yakes, Shields Township Assessor addressed the joint committee regarding the role of the assessor's office in the districts' revenue stream. Mr. Albus presented an overview of the proposed tax levy and the committee recommends approval of the levy by the Board. Family transportation caps will remain the same. The next scheduled meeting is on March 2nd, but the committee may meet prior to that time once the CPI information is released in January.

Tri-District Committee

Mr. Burgener reported that the Tri-District Committee met on October 14th at Elawa Farms. The committee consists of the Board Presidents and one Board Member from District 65, 67 and 115 and the Superintendents. The Committee will discuss best practices and collaboration and will focus on educational services and technology. The 1 to 1 Laptop program at District 65 and the NEO program at District 67, Emotional Wellness and Professional Development Programs in all districts were discussed. Using the Inform program as a tool to assess the common core competencies of incoming freshmen for feedback to sender districts was discussed. Future meetings will focus on operational services opportunities and assessment reports.

Joint Shared Services Committee (JSSC)

Mr. Scribner reported that the JSSC met in Executive Session on November 2nd to talk about personnel issues.

LIAISON REPORTS

Mrs. Snoblin presented a report on the recent NSSED tour which included 6 NSSED facilities ranging from 3 to 5 year old early childhood classes to high school students attending North Shore Academy. They also visited 18- 22 year old students engaged in transitional classes where they receive occupational and life skills training. Mrs. Harlow reported that in June of 2009, the high school had 12 students in educational and life skills, 4 in the transitional program and 11 matriculating at North Shore Academy.

SECOND READING OF THE BOARD POLICY MANUAL (DRAFT)

The Board is working with IASB to update the Board Policy Manual. Dr. Griffith noted that the Board will be reviewing policies as necessary throughout the year. The Board discussed the delaying approval of the current on-line draft and the possibility of forming a sub-committee of 3 Board Members to review the draft in detail. Mrs. Golan asked for a motion to approve the Board Manual draft as presented.

ACTION ITEMS

Approval of the second reading of the Board Policy Manual

MOTION: Mr. Scribner moved and Mrs. Snoblin seconded that the Board approve the second reading of the Board Policy Manual Draft as presented.

On voice vote, the motion did not carry

Approval of the 2009 Tentative Tax Levy

Mr. Albus reported that based upon the information available at this time, the recommendation is to levy \$30,412, 935. This is a tentative levy. The final levy recommendation will be made in December.

MOTION: Mr. Scribner moved and Mr. Burgener seconded that the Board approve the 2009 Tentative Tax Levy as presented.

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

Motion Carried

Approval of the SEDOL Lease

MOTION: Mr. Burgener moved and Mr. Block seconded that the Board approve the final SEDOL lease as presented.

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

Motion Carried

Approval of the Calendar Waiver Request

MOTION: Mrs. Harlow moved and Mr. Scribner seconded that the Board approve the Calendar Waiver Request as presented.

Upon voice vote, the Motion Carried

Michael Cyrus presented the Human Resources report.

Approval of Human Resources Report

MOTION: Mrs. Snoblin moved and Mr. Scribner seconded that the Board approve the Human Resource Report as presented.

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

Motion Carried

Approval of Consent Agenda

Mrs. Golan reported that the Consent Agenda includes:

Approval of Financial Report and Schedule of Checks Written

Approval of Financial Reports:

Financial Reports: The List of Checks Written and Direct Deposit Payroll for From October 8, 2009 to November 4, 2009:

Education Fund	\$ 1,131,944.66
Building and Maintenance Fund	256,960.00
Transportation Fund	103,619.00
Capital Projects Fund/ General	37,581.96
Capital Projects Fund/SEDOL	476,356.48
Procurement Card Expenses	48,541.55
Direct Deposit Payroll & Taxes	<u>1,913,792.96</u>
Total Expenditures	\$ 3,968,796.70

Approval of Minutes: Including minutes of a Regular Meeting on October 13, 2009, minutes of an Executive Session on October 13, 2009

Release of Executive Session Minutes – June – October 2009

Destruction of audio recordings: April 14, 2009

MOTION: Mr. Block 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: Block, Harlow, Scribner, Burgener, Snoblin, Golan
Nay: None

Motion Carried

FOIA REQUEST:

None

EXECUTIVE SESSION:

There was no Executive Session.

FUTURE AGENDA ITEMS:

There were no Future Agenda Items.

ANNOUNCEMENTS: November 25-27 Thanksgiving Holiday
 December 7 Board Meeting 7:00 p.m.
 Board Room Administrative Center

NEXT MEETING DATE: Monday, December 7, 2009

ADJOURNMENT:

MOTION: Mrs. Snoblin moved and Mrs. Harlow seconded that the meeting be adjourned.

On voice vote, the motion carried

Mrs. Golan declared the meeting adjourned at 9:45 p.m.