

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
September 21, 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 Monday, September 21, 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
Jim Carey, Member
Todd Burgener, Member
Sharon Golan, President

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
Merry Quinn, Director of Student Services

PRESIDENT'S REPORT

President, Sharon Golan called the meeting to order at 7:00 p.m. She welcomed students and staff back for the new school year. She announced that Mrs. Harlow and Mrs. Snoblin will be serving on the Board's Education Committee, Mr. Block and Mr. Burgener will be on the Operations Committee, Mr. Carey and Mr. Scribner will be on the Finance Committee. The Board is looking for a community member for the Finance Committee. An application is available on the high school website at LFHS.Org. The deadline for applications is October 1.

SUPERINTENDENT'S REPORT

Dr. Griffith asked Mr. Hoffmann to report on activities at the high school. Mr. Hoffmann introduced Lauren Ganshirt, Student Council President, who will be representing the student body at Board meetings this year. Lauren reported that students are planning Homecoming festivities which include Spirit Week daily activities culminating with a Pep Rally and homecoming game against Mundelein on October 2 and the homecoming dance on October 3. Fundraising is already underway with a food drive for the COOL Food Pantry. Student Council volunteers to play bingo with residents at Westmoreland.

Mr. Hoffmann said that we've had a great start this year and that students and staff have really grown into the new building and realized it's potential. Open House, the first major event of the year, was a success. He mentioned that the Smart Boards currently in use in the Math Department were a big hit and he thanked the Foundation for funding them through their grant program.

Dr. Griffith congratulated Board President, Sharon Golan on becoming an IASB Leadership Academy Member. Mrs. Golan thanked the IASB for the honor.

Dr. Griffith announced that total enrollment 1785 is up 24 from last year at this time.

Dr. Griffith invited Board Members to attend the reception for students who are visiting from our sister school in Shanghai, China. Nine students from the Shanghai East China Normal University High School #2 will spend 2 weeks at host homes in the community and will spend time at the high school as well as touring the Chicago area. LFHS students will spend two weeks in Shanghai living in dorms with the Chinese students in a similar program. Enrollment in Mandarin at the high school has risen 480%. Many of these students came to the high school program from District 67 where there is a grade 4-8 Mandarin program.

Dr. Griffith reported that the agreement for shared services already in force between District 67 and the City may be expanded to include District 115. Some of the shared services opportunities which would reflect cost savings for all involved currently include CROYA, Elawa Farm Environmental Learning Center and Telecommunications. Future opportunities could include facility usage, food services, recycling, maintenance and professional development. Shared services may also be expanded to include the Village of Lake Bluff and District 65 schools in the future. The Board will hold further discussions in the future.

Dr. Griffith reported that a new law, SB2270 passed this spring, requires all state schools to publish all administrative compensation. This information will be posted annually on the website.

Dr. Griffith announced that West Campus has become a vital and vibrant facility with new SEDOL tenants and temporary District 65 elementary school students and staff, and Little Scouts and Administrative Offices in addition to on-going athletic events. Dr. Griffith thanked the administrative and teaching staff and students and parents from District 65 for being good partners during the short time they spent at West Campus while their new facility was being completed.

Dr. Griffith reported that the Board will experiment with going paperless for their November Board Meeting. All Board materials will be sent electronically and the Board will use laptops during their meeting to review materials.

PUBLIC PARTICIPATION

There was no public participation.

Mrs. Golan asked for a motion to change the order of the Agenda to move the College Counseling & Post High School Planning report forward in the meeting.

Approval of Change in the Order of the Agenda

MOTION: Mrs. Harlow moved and Mr. Scribner seconded that the Board approve changing the Agenda to move the College Counseling and Post High School Planning report forward in the meeting.

On voice vote, the motion carried

Dr. Griffith introduced Dr. Julie Cooley, Dr. Merry Quinn and Lauren Ganshirt. Dr. Cooley reported that a committee tasked with reviewing the current post high school planning has been formed. The committee includes administrators, counselors and a special education teacher who deals with transition of special education students. A best practices exploration is underway which will include examination of schools around the country. Surveys of seniors and parents of seniors were conducted at the end of last year. According to initial review of the results, both students and parents were generally satisfied with the resources and counseling services but that there is room for improvement. Dr. Quinn and Senior Lauren Ganshirt gave a demonstration of the Naviance Program, one of the resources available to college bound students. Naviance allows students to work with their parents in the college planning process, apply on line and check the status of the applications.

BOARD COMMITTEE REPORTS

Education Committee

Mrs. Harlow reported that the committee held an organizational meeting on September 14th. The Committee welcomed Mrs. Snoblin to the committee, reviewed goals, the summer workshops, Tri-District Articulation report and the College Counseling and Post High School Planning committee report. She announced that Board Members are invited see the NSSSED programs that serve LFHS students. The next meeting will be held on October 16th at 1:30 and on November 13th at 1:30. Mrs. Snoblin said she is looking forward to serving on the committee.

Operations Committee

Mr. Block reported that the Operations Committee held their first meeting on September 8th. They discussed need to repair the ramp in front of the Auditorium at East Campus. They took a detailed tour of West Campus and discussed the long term storage needs and signage. They reviewed the custodial bid and partnership with the City and District 65 for shared services. The next scheduled meeting will be held on December 1 at 8:00 a.m. There may also be a meeting in November to discuss the 5-year plan and the possibility of using the former municipal services building for storage at no cost to the district.

Finance Committee

Mr. Carey reported that the Finance Committee has not met since July. He noted that the budget is very tight for this year and that the next two years will also be tight due to negligible growth in

revenue base as it relates to property taxes. The committee will meet to discuss strategies to close or narrow the gap between revenue and expenses in the next two years and try to minimize the need to utilize the reserves to cover the gap. The next scheduled meeting is on October 22nd but the committee may meet before then if necessary.

Tri-District Committee

Mrs. Golan reported that the Tri-District Meeting has not met yet. The first meeting is October 14. Mr. Burgener will serve with Mrs. Golan and will be reporting for the committee.

Joint Shared Services Committee (JSSC)

Mrs. Golan reported that the JSSC did not meet. Mr. Schribner will serve with Mrs. Golan and will be reporting for the committee.

REPORTS/DISCUSSIONS:

There were no reports/discussions.

LIAISON REPORTS

Mr. Block reported that ED RED sponsored a membership orientation program. ED RED was founded as a voice in Springfield for suburban schools and has 100 member districts. One of their key objectives is to keep local property taxes as the base for public school funding. ED RED will hold an evening meeting on October 13th at Maine South. Mr. Block will keep the Board informed on ED RED activities.

Dr. Griffith, Jay Hoffmann and Dr. Julie Cooley reported on curricular discussions and tri-district articulation on topics of interest to all three districts including the music program, mathematics, standards of curricular philosophies across the curriculum, attendance and community service. Mr. Hoffmann commented that St. Mary's has also been involved in these curricular discussions. Dr. Cooley reported that the district is working with outside consultants on curriculum cycle development which begins at the teacher level.

ACTION ITEMS

Approval of 2009-2010 Budget

MOTION: Mr. Carey moved and Mr. Scribner seconded that the Board adopt the 2009-2010 Budget as presented.

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

Motion Carried

Approval of Custodial Bid

MOTION: Mr. Burgener moved and Mr. Block seconded that the Board award the Custodial Cleaning Contract to GCA Services as presented.

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

Motion Carried

Adoption of Board Policy Manual – First Reading

MOTION: Mr. Scribner moved and Mrs. Harlow seconded that the Board of Education adopt the IASB Board Policy Manual on 1st reading as presented pending review and final adoption upon the 2nd reading.

On voice vote, the motion carried

Approval of Personnel Report

Mr. Cyrus presented the Personnel Report.

MOTION: Mrs. Harlow moved and Mr. Burgener seconded that the Board approve the Personnel Report as presented.

ROLL CALL: Aye: Carey, Block, Scribner, Burgener, Snoblin, Harlow, 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 July 16, 2009 – August 19, 2009:

Education Fund	\$ 842,506.35
Building and Maintenance Fund	250,791.12
Transportation Fund	5,760.64
Capital Projects Fund General	897,681.00
Capital Projects Fund/SEDOL	32,213.78
Procurement Card Expenses	21,892.66
Direct Deposit Payroll & Taxes	<u>92,908.97</u>
Total Expenditures	\$ 2,971,754.52

From August 20, 2009 – September 16, 2009

Education Fund	\$ 736,570.82
Building and Maintenance Fund	291,460.22
Transportation Fund	73,585.42

Capital Projects Fund General	18,240.00
Capital Projects Fund/SEDOL	1,086,323.34
Procurement Card Expenses	15,775.87
Direct Deposit Payroll & Taxes	<u>1,891,351.19</u>
Total Expenditures	\$ 4,113,306.86
Combined Total Expenditures:	\$ 7,085,061.38

Approval of Minutes: Including minutes of a Regular Meeting on July 27, 2009, and minutes of an Executive Session on July 27, 2009. Minutes of a Special Meeting, August 4, 2009
Record of Closed Meetings: Destruction of audio recordings: November 9, 2007, November 26, 2009 and January 22, 2008
Approval of Application for Recognition of Schools

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

Motion Carried

FOIA REQUEST:

Baker Botts LLP 30 Rockefeller Plaza, New York, NY 10112-4498
Online Data Services, LLC, PO Box 476, Decatur, GA 30030

EXECUTIVE SESSION:

There was no Executive Session.

FUTURE AGENDA ITEMS:

There were no Future Agenda Items.

ANNOUNCEMENTS:

ED RED Luncheon October 2 12:00 – 2:00 p.m.
Columbus Day – No School October 12, 2009
Board of Education Meeting – 7:00 p.m. October 13, 2009
NSSED Open House - 8:00 to noon

NEXT MEETING DATE: October 13, 2009

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 9:12 p.m.