

**MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS
THE 16TH DAY OF JUNE, 2014**

The meeting was called to order by President, Mr. Tim Kollar at 6:02 p.m. Upon Roll Call, the following Board members answered as being present: Dr. Christine Stoll, Mrs. Betsy Moerschel, Mrs. Suzanne S. Nelson, Mrs. Stacey M. Van Metre, Mr. Scott Wallace, and Mr. Tim Kollar. Mr. Gregory F. Werd was absent.

Also in attendance was:

Dr. Kelley M. Kalinich, Superintendent

Mr. Tim Kollar entertained a motion to go into Closed Session.

**CLOSED SESSION TO CONSIDER INFORMATION REGARDING SPECIFIC EMPLOYEE MATTERS,
PENDING OR PROBABLE LITIGATION AND PURCHASE OR LEASE OF REAL PROPERTY FOR USE BY
THE PUBLIC BODY**

Mr. Scott Wallace moved, seconded by Mrs. Stacey Van Metre to go into Closed Session at 6:03 p.m. to consider information regarding Specific Employee Matters, Pending or Probable Litigation and Purchase or Lease of Real Property for Use by the Public Body.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
Mr. Scott Wallace			

Mr. Gregory F. Werd

The motion carried with a vote of 6 to 0 with one member absent.

The Board returned to Open Session at 7:33 p.m.

Upon Roll Call at 7:43 p.m., the following Board members answered as being present: Dr. Christine L. Stoll, Mrs. Betsy Moerschel, Mrs. Suzanne S. Nelson, Mrs. Stacey M. Van Metre, Mr. Scott Wallace, Mr. Greg Werd and Mr. Timothy Kollar.

Also in attendance were:

Dr. Kelley M. Kalinich, Superintendent;

Dr. Crystal LeRoy, Business Services and Human Resources Manager;

Mrs. Kendra Wallace, Principal;

Ms. Julia Jones, Director of Student Services;

Mrs. Julie Campanaro, Executive Assistant to the Superintendent;

Faculty/Staff Member: Mr. R.J. Bialk (videographer);

Community Members: Boy Scout, Master Duncan Healey, Mr. Dan Noel, and

Mrs. Mindy Douthit, Community Liaison for the Joseph Sears School Parents' Volunteer Association (JSSPVA).

PUBLIC COMMENT

Mr. Tim Kollar invited public comment. There was none.

ADMINISTRATIVE REPORTS

Freedom of Information Act Requests – Dr. Kalinich referenced the one request that had been received since the last Board meeting. The request was for snow removal contract information.

Report from the Superintendent - Dr. Kalinich presented the enrollment projections for the 2014-2015 school year, noting that the report is reflective of students who are known to not be returning to Sears School next school year, as well as students who are confirmed to be enrolled. She noted that there had been an error in the initial enrollment report posted and the sections for Fourth Grade had been corrected in the report to show 4 sections, not 5, for 4th grade as reported last month. The Administration will continue to monitor this and all other grade levels for the most optimum number of sections as enrollment figures are confirmed throughout the summer.

Report from the Business Services and Human Resources Manager – Dr. LeRoy highlighted key items included in the Accounts Payable report. She responded to an inquiry regarding the funds targeted for technology hardware for next year. Dr. LeRoy also noted that the spring clean-up costs listed in her report do not include anything additional due to the damage from vandalism. It was also noted that the District had received notification of receiving E-Rate funding to offset on-going phone and internet connection expenses, again this coming school year.

Dr. LeRoy reported that the current air-conditioning project in the gymnasium is on schedule, with the same being true of the front entrance and keycard work. Additionally, she responded to inquiries regarding the fund summaries and consultants working with the District. After discussion, Dr. LeRoy noted that for the August Board meeting she would provide a complete list of consultants utilized during the 2013-2014 school year, noting those not working with the District during the 2014-2015 school year. She concluded in noting that the auditors would likely complete a preliminary audit in late July or early August with the completion of the full audit in the fall.

Report from Principal – Mr. Kollar welcomed Mrs. Kendra Wallace noting he has heard positive feedback regarding her tenure to date. Mrs. Wallace proceeded to highlight how she has been spending her initial weeks at Sears School continuing to meet with teachers and learning about Sears School, including spending time developing the master schedule for the 2014-2015 school year. She reported she is vested in working to meet the goals set for her by the Board. She reported that her Meet and Greets opportunities went well and felt she had gotten a good sense of the different stakeholders at Sears School, as well as understanding their expectations. She was charged by the Board to note the insights she has, “with fresh eyes” into the needs of the School. The Board also asked she be prepared to provide feedback for the Strategic Plan at the Special Board Meeting scheduled in July.

Report from the Director of Student Services - Ms. Julia Jones highlighted portions of her report to include:

- ✓ Summer plans to review the Gifted Programming and Identification Services with the Building Leadership Team made up of a cross section of teachers from various grade levels, Student Services and Specials.
- ✓ Exploration of a new benchmarking instrument to evaluate the Social and Emotional Learning (SEL) of students with the discontinuation of the Manners Matrix by North Central College.

- ✓ References to some data charts on the impact of Response to Intervention (RtI) in grades 6-8 presented to the Education Committee by teacher, Ms. Liz Gordon. The members of the Education Committee praised the content of Mrs. Gordon's presentation, suggesting that perhaps a similar presentation could be made to the full Board and/or parent community. It was suggested it might be presented on Curriculum night in the fall.

Mr. Kollar noted that he had attended a recent Northern Suburban Special Education District (NSSED) meeting and that they had approved their budget for the 2014-2015 school year. It was noted that School District No. 112 (Highland Park) was proceeding with plans to withdraw from NSSED, but even if they do so, it appears the financial impact to Kenilworth School District No. 38 would be minimal.

CONSENT AGENDA

Mr. Tim Kollar asked if there were any questions about the Consent Agenda. Mr. Greg Werd requested that Dr. LeRoy return to including the investment reports with a signed affidavit be included in the Board packet confirming that all investments meet the Board policy criteria. In response to a question regarding, whether the money raised during the "Raise the Paddle" event at the Benefit was sufficient to fund the new Science initiatives, it was noted that the JSSPVA made the funding of supplemental Science items a priority, so full funding was provided. There being no additional questions or discussion, Mr. Kollar asked for a motion to approve the Consent Agenda.

Dr. Christine Stoll moved to approve the Consent Agenda to include: Approval of Minutes of the May 19, 2014, Regular Meeting and Closed Session; Financial Report for May 2014; Accounts Payable for May 20, 2014 to June 16, 2014; Authorization to Destroy Closed Session Recording for January 2013; Adoption of the 2014 Prevailing Wage Rates, Authorization for Bill Reviewer to Approve Payment of Accounts Payable June, July and August, 2014; Employee Termination Recommendation; Salary Increases for 12 Month Employee, Teachers' Retirement System (TRS) Annuitants and Building and Grounds Director; Family Medical Leave Request; Authorization to Distribute Student Information to Vendor Coordinating the Annual 8th Grade Trip to Washington D.C.; and revisions to Board Policies: 7:20 Students: Harassment of Students Prohibited; and 7:180 Preventing Bullying, Intimidation and Harassment. The motion was seconded by Mrs. Suzanne Nelson.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
Mr. Scott Wallace			
Mr. Gregory F. Werd			

The motion carried with a vote of 7 to 0.

OLD BUSINESS

Discussion of Student Drop Off and Pick Up Safety – Mr. Tim Kollar reported that he had met with Village Trustee, Mr. James R. McClamroch Jr., to discuss safety issues related to the students coming and going from the District. Part of that discussion was a review of the 1994 traffic safety study commissioned by the District with the Village support. The Board agreed this was a complicated issue, yet some items were identified that could be implemented at the start of the school year to address the concerns further. Dr. Kalinich noted that she

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already had a meeting scheduled with Police Chief Miller to discuss this topic. The company who completed a recent traffic study for New Trier Township High School as well as the Village had also been contacted to assist with the examination of the issue. It was agreed that new measures would be identified, communicated to all stakeholders and implemented by the start of the 2014-2015 school year. A summary of details for the plan will be shared with the Building and Finance Committee, as well as the full Board at various meetings over the summer.

NEW BUSINESS

Discussion of and Review of Annual Report Draft - Dr. Kalinich referred to the draft of the Annual Report posted in the Board packet noting that though additional content will be added, the basic outline will remain as presented. The Communication Committee asked for feedback on the proposed document. Mr. Werd inquired as to whether additional financial information could be added such as the District's Income Statement and Balance Sheet. After discussion, it was agreed that this information is posted on the website and a special notation will be made to direct readers of the Annual Report to the more detailed financial information. Mr. Wallace inquired if the Board could email the Annual Report as opposed to incurring the additional cost of printing and postage. Dr. Stoll noted that many of the households in the District do not have children enrolled in the School and as such, current email addresses for those households are unknown. Additionally, the Committee noted that during the Strategic Plan community engagement it was communicated by many of the stakeholders that they prefer receiving hard copies of communications vs. electronic.

Mr. Kollar introduced a brief discussion of the location and expectations for the Special Board meeting on July 21, 2014. It will be a retreat format to be held at his home. An agenda will be prepared and posted, but the meeting will be informal in nature.

PUBLIC COMMENT

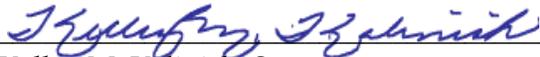
Mr. Kollar invited public comment. Mrs. Mindy Douthit encouraged the Board to pursue aggressively added measures to insure student safety related to the traffic flow near Sears School. She suggested that the community could assist in some of the problem solving related to the topic, as well and that the communication should emphasize the changes to be implemented.

ADJOURNMENT

There being no further business Mr. Kollar entertained a motion to adjourn.

Mr. Scott Wallace moved, seconded by Dr. Christine Stoll, to adjourn the meeting at 9:05 p.m.

The motion carried with a voice vote of all yeases.

Attest for Distribution: 
Kelley M. Kalinich, Secretary

Approved: 
Tim Kollar, President

ATTEST: 
Kelley M. Kalinich, Secretary