



**MINUTES FOR THE PERSONNEL COMMITTEE MEETING OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS
THE 6TH DAY OF NOVEMBER 2019**

Mrs. Suzanne Nelson called the meeting to order at 6:01 p.m. Upon roll call, the following Board members answered as being present: Mr. Evan Lukasik, Mr. John Gottschall, Mrs. Suzanne Nelson, and Mr. Andrew Stone.

Also present was, Dr. Crystal LeRoy, Superintendent/CSBO

Mrs. Nelson entertained a motion to go into Closed Session to Consider Information Regarding Specific Employee Matters.

Mr. Andrew Stone moved to go into Closed Session at 6:03 p.m. to Consider Specific Employee Matters. Mr. Evan Lukasik seconded the motion.

**CLOSED SESSION TO CONSIDER INFORMATION REGARDING SPECIFIC
EMPLOYEE MATTERS**

The Board returned to Open Session at 7:30 p.m.

Upon Return to Open Session, the following members answered as being present: Mr. Evan Lukasik, Mr. John Gottschall, Dr. Lisa Metzger Mugg, Mrs. Suzanne Nelson, and Mr. Andrew Stone.

Dr. Linda Yonke, of School Exec Connect.

OLD BUSINESS

Discussion of Administrative Structure Study

Dr. Yonke presented School Exec Connect's (SEC) updated recommendations based on the working sessions conducted following the October 7 Special Board of Education Meeting. She outlined the recommendations as follows:

- The Superintendent position will shift away from Chief Finance Officer and toward visionary educational leadership. A non-administrative Business Manager will run day-to-day business services and human resources work, while the Superintendent will work more closely with building administrators to focus on instruction, curriculum, and development of teachers.



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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- Three administrators will lead at the building level, and the team will work collaboratively to implement the vision and oversee all building operations. Discussions since the Board presentation in early October have solidified the recommended job titles and responsibilities, with the three positions titled Principal, Assistant Principal, and Director of Student Services. All teachers will report to the Principal, though the three administrators will share duties of hiring, supervising, and developing teachers.
- The position of Chief Education Officer will continue for the 2020-21 school year, but will be reviewed during that year to determine the future of the role.

Mrs. Nelson presented additional information in regards to the roles and responsibilities of the administrators and a plan to best support the team.

The Board discussed these recommendations, provided feedback and offered support to advance them to the full Board at the November Regular meeting.

PUBLIC COMMENT

The Committee invited Public Comment. There was none.

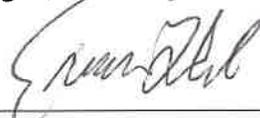
ADJOURNMENT

There being no further business, Mrs. Nelson entertained a motion to adjourn.

Mr. John Gottschall moved to adjourn the meeting at 8:25 p.m. Mr. Andrew Stone seconded the motion.

The meeting adjourned at 8:25 p.m.

Attest for Distribution: 
Deborah Keegan, Secretary

Approved: 
Evan Lukasik, President

ATTEST: 
Deborah Keegan, Secretary