



District 38 "Board Briefs" for the Regular Meeting of November 18, 2013

The information below summarizes highlights from the District 38 Board of Education meeting held on Monday, November 18, 2013. As always, the community is welcome and encouraged to attend Board Meetings or, for your convenience, watch them streaming live. In addition, the meetings are taped and posted to the website within 24 hours for viewing at a later date. Finally, the Board posts to the website its Agendas 48 hours in advance of meetings, Board packets prior to each meeting and Board Minutes once approved.

Recognition of Dr. Janice Matthews

- Board President, Mr. Tim Kollar, recognized the accomplishments of Principal, Dr. Janice Matthews, highlighting her leadership with the development and implementation of the Strategic Plan. He thanked her for her two years of service with the District following a stellar career in the Birmingham, Michigan, school district, as well as her five years as a superintendent in Lake County, Illinois.

2013 Levy Hearing and Approval

- The Board of Education conducted a 2013 Levy Hearing, as guided by Business Services and Human Resources Manager, Dr. Crystal LeRoy. Highlights of the hearing included a proposed overall increase of 2.82% to the District revenues including a 3.6% increase for the primary District funds and a 5.09% decrease to the Debt Service fund. After discussion, the Board unanimously approved the 2013 Levy.

Administrative Reports

- **Superintendent's Report - Review of Data from Township** - Dr. Kalinich presented a summary of the Illinois Standards Achievement Test (ISAT) data for the six elementary districts in New Trier Township. She noted the strengths of the student performance from Sears School students to include:
 - ✓ Kenilworth had the highest number of total "meets and exceeds" in 6 of the 14 (42%) assessments on the ISAT
 - ✓ Kenilworth was recognized for making "Adequate Yearly Progress", one of only two districts in the Township to do so.The next steps for using the data will be for the Teachers to examine the Individual Student Profiles to continue to identify strategies to move students from "meets" to "exceeds" in their overall performance.
- **Business Services and Human Resources Manager Report** - Dr. LeRoy introduced the format she planned to implement each month of highlighting accounts payable expenses that are unique expenses within the budget. The Board asked that in order to better understand the day-to-day financials of the District that Dr. LeRoy provide additional information each month highlighting



various categories in the budget.

- **Principal's Report** - Dr. Matthews provided updates on the Mathematics, Science and Language Arts/Literature curriculum work. She reviewed the touching Veterans Day ceremony held on November 11th, where sixteen community members were recognized for their service to our Country, along with the recognition of a Kindergarten student whose father is currently serving in Afghanistan.
- **Acting Director of Student Services** - Ms. Jones commented on her recent trip with the 8th grade class and their Teachers to Washington, D.C., noting that the students displayed exemplary behavior.

Board Action

- The Board unanimously moved to approve the Consent Agenda that included Regular Meeting minutes from the October 21, 2013, financial reports, revisions to specific Board policies to align with the Strategic Plan and changes in the laws governing school districts, authorization to post Fiscal Year 2013 Employee Salary and Benefits Report and acceptance of the resignation from Principal, Dr. Janice Matthews, effective at the end of the 2013-2014 school year.
- The Board unanimously approved the School Maintenance Grant to enhance the safety of the entryways to the main building, as well as Nygaard Auditorium entrances.
- The Board unanimously approved the 2014-2015 Junior Kindergarten annual tuition of \$5,750 with the addition of one hour per day for the students beginning in January 2015.

Highlights from Board Discussion

- **Strategic Plan Progress and Community Forum** - The Communication Committee highlighted the participation and conversation from the November 11th presentations on the Strategic Plan. It was also noted that the work plan noting the progress on each Action Item in the Strategic Plan would be posted on the soon-to-be released new website.
- **Master Facilities Plan** - The Board noted their pending work to plan for capital improvements, with the Building and Finance Committee identifying the current priorities as providing additional instructional space within the existing building footprint, providing air-conditioning in the non-air-conditioned building spaces and creating a gymnasium vestibule with an added staircase for traffic flow in the Baker Building.
- **District, Board of Education and School Website Renewal and Roll Out** - Dr. Kalinich reviewed the planned migration of the current website to the three new



websites which will occur beginning on Friday, November 22nd. She noted that the new websites are intended to be more intuitive and guiding to users in understanding the different roles and responsibilities of the District, the Board of Education and Sears School. A letter will be sent home to all parents via email the week of December 2nd to provide tips and information on how to navigate and locate information with the new websites.

- **Process to Fill Principal Vacancy** – Mr. Kollar initiated discussion regarding the steps to be identified for the filling of the vacancy. This included reviewing and editing the Principal job description, interviewing search firms to conduct the Principal search and determining the roles and responsibilities for the selection process. A tentative timeline for implementing the selection process was reviewed and it was agreed that the Personnel Committee would have the initial responsibility to revise the job description and to select a search firm.
- **Miscellaneous Discussion** – Mr. Kollar highlighted several items of interest to the Board which included:
 - ✓ New signage will be installed throughout the buildings and grounds, including signage for areas of the grounds considered a potential safety hazard.
 - ✓ Faculty and Staff Appreciation Breakfast will be held on November 20th at 7:30 a.m. He encouraged all Board members who were able to do so to attend.
 - ✓ He asked for consideration to examine the Board Committee structure with the possibility of committees not meeting every month and/or combining some work of committees.

Questions --Please direct your questions or comments to the Kenilworth School District No. 38 **Sounding Board** that was created to provide community members the chance to share comments, questions, compliments and concerns. All messages are sent to the Superintendent and the Board of Education Members. We are listening and you can communicate with us by sending an email to listen@kenilworth38.org. We ask that you do not reply directly to this email because such replies cannot be answered. Thank you!