



District 38 "Board Briefs" for the Regular Meeting of June 20, 2016

The information below summarizes highlights from the District 38 Board of Education meeting held on June 20, 2016. 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, and [board packets](#) prior to each meeting and board minutes once approved.

Administrative Reports

- **[Superintendent's Report](#)** - Dr. Crystal LeRoy reviewed the district organizational chart, which summarizes reporting structure throughout the district. The Board agreed to discuss the chart at the July strategic retreat. Dr. LeRoy led the Board in a number of discussions (see below) and introduced a calendar of key events which the administration will keep throughout the school year.
- **[Chief School Business Official's Report](#)** - Dr. LeRoy reviewed the monthly financial reports. Dr. LeRoy noted that the business office is in the process of closing out the financial year. Dr. LeRoy said the district should close out the fiscal year within budget.
- **[Principal's Report](#)** - Mrs. Kendra Wallace noted enrollment projection figures appear steady and enrollment could increase depending on several new families who have toured the school and are currently considering moving into the Kenilworth area. Mrs. Wallace gave an overview of curricular materials the Board will consider adopting and shared information about professional development offerings open to teachers and staff over the summer.
- **[Director of Student Services' Report](#)** - Ms. Julia Jones summarized the annual review of district disciplinary policies. The proposed policies will be added to the July board agenda for approval. Ms. Jones also reviewed a list of professional development opportunities made available to teachers through NSSD. She then provided the Board with a summary of services provided through the district's IDEA grant.

Board Action

- The Board unanimously approved the consent agenda to include the approval of: [minutes from the May 16, 2016 regular meeting](#) and closed session, the May 2016 monthly financial report, the May 2016 investment reports, accounts payable from May 17, 2016 to June 20, 2016, approval of a family medical leave of absence request, acceptance of a non-certified employee request for resignation, approval to

payout excess carryover vacation days for 12-month employees, approval to carry over vacation days for Dr. LeRoy and Mrs. Wallace, authorization to destroy closed session recordings for December 2014, [approval of resolution to adopt the 2016 prevailing wage rates](#), authorization for the bill reviewer to approve payment of accounts payable for June, July and August 2016 and approval of resolution to appoint Mr. Besset Sabourin as district treasurer.

Mr. Wallace noted during the meeting that the payout of excess carryover vacation was made to align district employees with the recently implemented policy that permits five carryover vacation days per year per employee.

- The Board unanimously approved several curriculum documents including philosophy (math), scope and sequence (math, English, science), K-8 curriculum (math), English writing progression and the curriculum renewal cycle. The Board also approved math class placement criteria and the adoption of FOSS for K-5 science materials.
- The Board unanimously approved the hiring of Mr. Scott Paeth as the 8th grade social studies teacher.
- The Board unanimously approved the hiring of Dr. Robert Drewry as the literacy specialist. Dr. Drewry will be working with students in grades 5-8.
- The Board unanimously approved the hiring of Mrs. Christina Mellen as the math intervention specialist. Mrs. Mellen will be providing math support to students in grades K-4.
- The Board unanimously approved the hiring of Ms. Margaret Parkes as a part-time art teacher. Ms. Parkes will support Ms. Karolina Bajkowska in providing art instruction to students in grades 3-8.

Mr. Wallace noted that district full-time equivalency numbers for district employees will have decreased by 1 from last year as many of the newly hired employees are filling existing positions. Administrators will distribute a full list of the faculty roster to parents over the summer.

Board Discussion

- Dr. LeRoy led a board discussion regarding the annual board retreat. Dr. LeRoy noted that the Board will conduct a self evaluation, discuss the strategic plan, discuss district communications and surveys, discuss the district vision and mission statements and discuss administrator goals.
- Dr. LeRoy led a board discussion about the board committee structure. The Board will abolish its current committee structure in favor of group meetings as a committee of the whole. The Board set the [Committee of the Whole Meeting Schedule](#), noting that the Board may elect to maintain task forces to address individual topics that arise through the year.
- Dr. LeRoy led a board discussion about the annual report. The annual report will be prepared in July and delivered to district households during summer. The Board discussed the possibility of delivering the annual report to district households electronically. The annual report will be further discussed during the strategic retreat in July.
- Board members discussed the results from the annual parent survey. Mr. Wallace noted that the board received the survey data from the administration this weekend and the board will look to release the results to the public in a timely manner. Mr. Wallace identified key themes from the parent survey responses, including the implementation

of the master schedule, the perceived lack of school vision, the 8th grade social studies position and administrative communication. Mr. Wallace said the Board and the administration appreciate the honest feedback and they will work together to resolve parent concerns.

- The Board agreed to move the agenda item related to salary recommendations for 12-month and non-classified personnel to the July board agenda.

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 Board of Education members, Superintendent/CSBO, Principal and Director of Student Services. We are listening and you can communicate with us by sending an email to listen@kenilworth38.org. Thank you!

Scott Wallace, President
Kenilworth Board of Education