

District 38 "Board Briefs" for the Regular Meeting of August 15, 2016

The information below summarizes highlights from the District 38 Board of Education meeting held on August 15, 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 gave the Board an update on the status of village construction surrounding the school. Construction is scheduled to be completed prior to the first day of school. Dr. LeRoy noted that parents would receive information on any potential changes to pick-up and drop-off routines should construction impact the school year.
- Chief School Business Official's Report - Dr. LeRoy gave a presentation on the assumptions that went into the FY 16-17 budget. In her [budget presentation memorandum](#), Dr. LeRoy noted that the budget includes an allotment of \$3 million to be used on potential capital improvement projects that are yet to be identified. Dr. LeRoy noted that the district will hold a budget hearing during the September board meeting.

Dr. LeRoy introduced the district's investment firm, PMA Financial. PMA Financial gave a [presentation](#) on district investment policies and procedures.

- Principal's Report - Mrs. Kendra Wallace reviewed the district enrollment report. Enrollment numbers have been fluctuating as they traditionally do in August, however, enrollment numbers are projected to remain similar to those from last year. Mrs. Wallace also reviewed the latest iterations of the master schedules for [elementary](#), [fifth grade](#) and [junior high](#). Noted changes for this year include a shared lunch time across all grade levels and junior high advisory moving to the beginning of the day.
- [Director of Student Services Report](#) - Mr. Besset Sabourin gave a brief update on student services staffing and special education enrollment. Mr. Sabourin discussed the new software the district will implement for monitoring IEPs. The district will now utilize Power IEP which will strengthen internal district systems for monitoring and tracking special education.

Board Action

- The Board unanimously approved the consent agenda to include the approval of: [minutes for the July 12, 2016 regular meeting](#) and closed session; authorization to destroy closed session recordings for March 2015; approval of financial reports for June and July 2016; approval of investment reports for June and July 2016; ratification of accounts payable for June 21, 2016 to July 15, 2016; approval of accounts payable for July 16, 2016 to August 15, 2016; approval of family

medical leave request for certified employee; adoption of the proposed fiscal year 2017 budget and approval of a public hearing.

- The Board also approved administrator goals pending additional revisions and unanimously approved disciplinary policies.
- The Board unanimously approved the distribution of results from the annual parent survey.
- The Board unanimously approved [an agreement with the Kenilworth Education Association](#) on a 5-year contract. The contract provides for salary schedule increases starting at 2.5 percent in the first year scaling down to 1 percent in the final year. Retirement contract pay increases, applicable during the final five years of a teacher's career, decreased slightly from 6 percent to 5.5 percent. Annual step increases remained unchanged from the prior contract at 3.25 percent. Mr. Kollar thanked the KEA representatives for working with the Board in negotiating the contract.
- The Board unanimously approved recommendations to hire Ms. Jennifer Bennett as Speech and Language Pathologist, Ms. Jayati Lunagariya as Sixth Grade Math Teacher, Mrs. Susan White as Administrative Assistant to The Joseph Sears School and Ms. Margaret Keefe as an Instructional Assistant.

Board Discussion

- Dr. LeRoy led a board discussion regarding administrator roles and responsibilities. Dr. LeRoy noted that the administration has collectively reviewed their roles in an attempt to operate more efficiently with the goal of better servicing students at The Joseph Sears School. Administrative and support staff responsibilities will be communicated through contact guides which will be released prior to the start of the school year.
- Dr. LeRoy led a board discussion on the district mission statement. The administration created a first draft of the mission statement, vision statement and strategic goals for the 2016-2017. A strategic plan task force will be assembled to work on the next version of the mission statement in the coming months.
- Dr. LeRoy, Mr. Sabourin and Mrs. Wallace discussed the contractual [goals for the director of student services](#) and the principal. Mrs. Wallace provided an [updated copy of her goals](#) to the board for discussion. The administrator goals were approved subject to potential refinement at a later date.
- The Board discussed the release of the 2015-2016 parent survey. The survey results are scheduled to be released to the community during the week of August 15. Mr. Wallace noted that it is the Board's intent to survey less frequently and take more action based on survey feedback.
- Dr. LeRoy led a discussion of the State of the District Address, scheduled to be delivered during the September board meeting. Topics scheduled to be discussed include an update on upcoming district initiatives, priorities and district financial information. All parents and community members will be invited to engage in open discussion with board members.

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