



The information below summarizes highlights from the District 38 Board of Education (BOE) meetings. As always, the community is welcome and encouraged to attend BOE meetings. Agendas are posted 48 hours in advance of meetings to the website, and [board packets](#) before each meeting and [board minutes](#) once approved. Regular meetings are taped and posted to the site within 48 hours for viewing.

Kenilworth District 38 Board Briefs

Regular Meeting of December 9, 2019

Highlights

➤ **School Exec Connect Update**

The BOE is now conducting initial interviews for the Superintendent position. For the final round of interviews, we will establish a Stakeholder Interview Committee comprised of the following members:

5 Teachers
3 Support Staff
1 Administrative Representative
3 Parents
2 Community Members (without current students at the school)

The Stakeholder Interview Committee will interview the final three candidates for the Superintendent of Kenilworth School District 38 position. The interview sessions will take place Monday, January 13; Tuesday, January 14; and Wednesday, January 15, from 3:30 p.m. to 5:30 p.m.

A [survey](#) was sent to parents and the community members to secure participants for this committee. The survey will close on Monday, December 16, and individuals selected for the committee will be notified by Friday, December 20.

A Special Board of Education meeting has been tentatively planned for January 27, 2020, to vote on the hiring of the new Superintendent.

For those who are unable to participate in the Superintendent selection process, there will be other opportunities to engage in the administrative search process later in the year.



An internal announcement for the additional administrative openings will be posted this week, and they will be announced externally before the winter school break. Those applications will close the third week of January. School Exec Connect will share a more detailed timeline and process for these searches in the coming weeks. The new Superintendent will be very involved.

The community can access information about the administrative searches and structure through the homepage portal on the Kenilworth 38 School District website at www.kenilworth38.org/superintendent-search.

➤ **Master Facilities Plan Update**

Board President Evan Lukasik and Steve Potter, head of the Building and Finance Committee, had an initial meeting with DLA Architects to discuss the Master Facilities Plan. DLA highly recommended, and the Board concurred, that it would be best to wait until the new Superintendent and Principal have been selected to begin stakeholder work in coordination with New Vista Design. The stakeholder and community input portion of the planning will now begin in March.

Online surveys will be finalized with the new Superintendent in February and will be sent in March. New Vista will hold workshops with faculty, community and students in March.

Waiting until March to initiate stakeholder input will delay the Board review and approval of the Master Facilities Plan until June/July. However, this will still allow time for groundbreaking to occur in spring/summer 2021.

The Building and Finance Committee will also be conducting a financial capacity review in January and February to ensure we can adequately size our potential projects.

Dr. LeRoy will work with DLA Architects to develop a package of capital expenditure projects that will not be negated by any possible Master Facilities Plan (e.g., new lighting for Auditorium), and that can be done over the summer of 2020. The BOE will be asked to review and approve these projects at a future meeting.

A tentative timeline of next steps is below:

- Dec. 2019 – March 2020: Data collection with input from faculty, staff and the community
- April/May 2020: Conceptual design and review (including faculty, staff and community input)
- June/July 2020: Revise plans and present to Board for approval; determine priority projects
- September 2020 - November 2020: Development of construction documents



- November 2020: Bid out projects
- December 2020: Award contracts
- March 2021 - August 2021: First phase of construction

Financial Reports

- Dr. LeRoy reviewed the monthly financials and gave the [2019 levy hearing presentation](#). The District will request a 2.28% levy for FY20. The Board unanimously adopted the 2019 levy.
- Joe Troyer from George Roach & Associates, the District's auditing firm, discussed the FY19 Financial Audit. The District received a clean audit with no recommendations or findings for improvement.

Other News

- **Discussion of and Potential Approval Intergovernmental Agreement to Share Data Between The New Trier Township High School District No. 203 and Kenilworth School District No. 38**
New Trier is conducting a study with the input of all of its feeder schools to help improve the high school transition process. New Trier has proposed an intergovernmental agreement to share student data with the high school starting at a younger grade level at JSS and on a more consistent basis while they remain students here. Currently, Kenilworth School District 38 shares student records with New Trier upon graduation from Kenilworth School District 38, and the data is received after the students have begun their Freshman year. Dr. LeRoy presented the Intergovernmental Agreement from New Trier for approval. The BOE had some clarifications around the privacy of data and the ability to get feedback to improve instruction at JSS. Dr. LeRoy will request more information to share at the February 2020 BOE meeting.
- The School Board Policy manual is reviewed and revised regularly in response to changing state and federal regulations, as well as changes in society and the community. All of these updates are reviewed by the Board's attorney.

The Board unanimously adopted the changes to the following policies at the December 9, 2019, BOE General Meeting:

- 7:60 Students - Student Residency



- At the strong recommendation of the school's attorney, this Policy now includes an annual residency verification. More detail will follow on how this will be rolled out, once the final details of the process are determined.
- 2:240 School Board – Board Policy Development
- 2:230 School Board – Public Participation at School Board Meetings and Petitions to the Board

The updated policies will be posted to the policy page of the [district website](#). The revision edits are available to review in the meeting [public board packet](#).

Please direct your questions or comments to the Kenilworth School District No. 38 by sending an email to listen@kenilworth38.org. All messages are sent to the Board of Education members, Superintendent/CSBO, and the Board of Education Secretary and are subject to the Freedom of Information Act. Thank you!