



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 recorded and posted to the site within 48 hours for viewing.

NOTE: At this time, the BOE will be conducting virtual meetings. Information to virtually attend a meeting is posted on the meeting agenda on our website under [Meeting Documents](#) 48 hours prior to the meeting.

## Kenilworth District 38 Board Briefs

### Regular Meeting of April 1, 2020

#### Highlights

➤ **Remote Learning**

The BOE held a Public Hearing to receive public comment on both the current Remote Learning situation and a proposed future E-Learning Program.

Dr. Leali provided an update on Remote Learning happening during the COVID-19 school closure. The administrative team began planning for possible school closures in February. To follow Illinois Governor Pritzker's STAY-AT-HOME order, the school building and the school playgrounds are currently closed. All New Trier Township schools will be extending school building closures through Thursday, April 30, 2020. The remote learning plans in place for students will continue for the duration of the school closure order; any changes to the process will be shared with student families through email and posted on the school website. The BOE received public comments reflecting the experiences of some families during the evolving process. Surveys are available on the [Remote Learning web page](#) for parents and students to give feedback. The programming will continue to evolve as the state provides updates, we receive feedback from teachers and families and we adjust to this current situation.

➤ **Resolution to Adopt Remote Learning (eLearning) Program for 2020-2023**

The Public Hearing was scheduled to receive public comment on the proposed E-Learning Program, which will permit E-Learning/Flexible Learning Days Plan to help provide for continuity of learning for all students during future weather-related school emergency closing days. The components of the plan meet [state requirements](#) allowing the District to count up to five weather closing days as school days for funding purposes. The BOE unanimously approved the adoption of the three-year Resolution.



## ➤ **Administrative Positions Update**

### **Superintendent**

The Board voted to approve Dr. Crystal LeRoy's resignation from her position as Superintendent and Chief School Business Official of Kenilworth School District No. 38, effective Friday, April 3. The Board thanked Dr. LeRoy for her service to the District, and we appreciate her commitment to The Joseph Sears School and its students over the past seven years.

The BOE also voted to appoint Dr. Lisa Leali as Acting Superintendent effective April 4, 2020, through June 30, 2020. The Board noted that Dr. Leali's experience and familiarity with the educational processes at the school would help maintain stability for students, teachers, and parents. Dr. Leali will prioritize the health and well-being of our students and staff as we continue to adjust to remote learning and will develop the transition plan for returning to in-person instruction.

The incoming superintendent of the District, Ms. Kate Donegan, will take over the role on July 1, 2020.

### **Director of Student Services**

The BOE voted to approve incoming Superintendent Kate Donegan's recommendation to hire Dr. Carrie De La Cruz, as Director of Student Services for the 2020-21 school year. The interview process began with School Exec Connect and their selection of highly qualified candidates. Interviews were held with parents, teachers, and staff.

Dr. De La Cruz has been serving as part-time Interim Student Services Administrator for the 2019-20 school year. She previously spent five years in West Northfield District 31 as its Director of Curriculum and Instruction and one year as their Interim Director of Special Education. While in District 31, Dr. De La Cruz provided leadership, direction, and support for all programming related to curriculum, assessment, instruction, and professional development. She was also instrumental in the development and implementation of the District's strategic plan, which led to improvements in student achievement and outcomes. Prior to District 31, Dr. De La Cruz was employed for 11 years at North Suburban Special Education District (NSSED) and took on many roles including; Intervention Specialist, Direct Services Coach, Coordinator of District Services and Assistive Technology Supervisor. Dr. De La Cruz will be a great asset to our District as we work to ensure more alignment between our general and special education departments, and implement a strategic plan focused on high academic achievement and strong social emotional competencies.



### **Assistant Principal**

The BOE approved the recommendation of Dr. Stephanie Helfand, 2020-21 school year Principal, to hire Marty Heffner as Assistant Principal beginning in the 2020-21 school year. The interview process began with School Exec Connect and their selection of highly qualified candidates. Virtual interviews were held with parents, teachers, and staff, and included seventh and eighth-grade students.

Marty is currently the Dean of Students at Oliver McCracken Middle School in Skokie School District 73.5, where he also oversees, coordinates, and facilitates many school and district projects that are similar to those at Sears, such as PBS, CHAMPS, MTSS, and others. We are also happy to share that Marty brings a middle school math and science background to the administrative team, with seven years of teaching experience in these areas, and that he has been a basketball coach since 2011.

Thank you to all of our stakeholders who participated in the interview process. Their feedback was essential in helping our new administrative team to select the right candidate to serve in these critical roles.

### ➤ **Master Facilities Planning**

On March 12 and 13, 2020, Kenilworth Board of Education and school administrators hosted a two-day Visioning Workshop and Community Conversations for all community stakeholders. The Board and Administration are working with DLA Architects and New Vista Design, who conducted the visioning sessions. The sessions were engaging and productive in helping us think about the future of the school and, more importantly, an opportunity to rally our school leadership and community around the development of the Master Facilities Plan (MFP). The feedback we have received has been overwhelmingly positive.

The process of completing the stakeholder visioning sessions was an essential step in the creation of a comprehensive MFP. The MFP considers safety, curriculum, population shifts, and future program needs, as it becomes a long-range planning document. The plan helps to manage and maintain the District's facilities in good working order, balanced with the required long-term expenditures.

DLA Architects and New Vista Design will connect the critical feedback captured during the visioning sessions with best practices in innovative school facility design as they develop the MFP recommendations.

In addition to the community, student, staff, and faculty feedback provided in the most recent visioning sessions, DLA Architects and New Vista Design will consider the following for the creation of the MFP recommendations:



- Assessment of the District's current facilities
- Visits to area schools to preview cutting-edge educational enhancements
- Feedback from community, student, staff, and teachers from 2018 visioning sessions
- Educational priorities established with school administrators and teachers
- Input from the school's Sustainability Committee

DLA Architects has met with The Joseph Sears School Sustainability Committee and WOLD Architects to ensure that sustainability is built into our facilities plan and that there is a strong alignment with the school's sustainability efforts.

The next steps include a Community Review meeting in June to review initial architectural plans. The goal is to have a working draft of the Master Facilities Plan for the August 2020, Board of Education regular meeting, with final approval at the September meeting. We will not proceed with any significant capital projects this summer, pending completion of the MFP.

We will continue to keep the community informed and allow opportunities for feedback throughout the process. Details can be found on the [Master Facilities Planning web page](#).

➤ **2020/2021 School Year Calendar**

The Board approved the 2020-2021 School Year Calendar. You can view the [calendar here](#).

➤ **Residency Verification**

At the strong recommendation of the school's attorney, the Board unanimously adopted the change to the [7:60 Students - Student Residency](#) policy to include annual residency verification for all students at the December 9, 2019 BOE meeting.

Due to the current school building closure as a result of the pandemic, the Administrators made a recommendation to delay the implementation of this policy. The Administration will formulate the actions needed to implement an effective and streamlined yearly verification process to collect documentation for all students starting with the 2021-22 school year. The Board agreed with this recommendation. The District will continue to require paper documentation for kindergarten and new students to verify residency before the 2020-21 school year begins. Special accommodations will be made and communicated dependent upon the recommendations of social distancing (e.g., appointments for limited numbers of families to come in and provide documentation).

As a reminder, only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law.



At the time of annual enrollment and registration, or upon request, the student's parent or legal guardian or adult having custody and control of the student shall provide proof of legal residency within the [District's boundaries](#). A student's residence is the same as the person who has legal custody of the student. Students whose residence changes over the summer or during the school year (even if in district) are required to notify the school of a change of address and to submit new Verification of Residency requirements. Please see the [7:60 Students - Student Residency](#) policy for more details.

*Please direct your questions or comments to the Kenilworth School District No. 38 by sending an email to [listen@kenilworth38.org](mailto: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!*