MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION OF KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS THE 18TH DAY OF MAY, 2015

The meeting was called to order by Vice President Suzanne S. Nelson, at 6:05 p.m. Upon Roll Call, the following board members answered as being present: Mrs. Suzanne S. Nelson, Mrs. Danielle Boros, Mrs. Donna E. Keller, Mrs. Melina M. Kelly, Mr. Timothy Kollar, Mrs. Stacey M. Van Metre. Mr. Scott Wallace was absent and Mrs. Donna Keller.

Also in attendance were:

Dr. Kelley M. Kalinich, Superintendent;
Dr. Crystal LeRoy, Business Services and Human Resources Manager;
Mrs. Kendra Wallace, Principal

Mrs. Suzanne S. Nelson entertained a motion to enter into closed.

CLOSED SESSION TO CONSIDER INFORMATION REGARDING SPECIFIC EMPLOYEE MATTERS, PENDING OR PROBABLE LITIGATION AND PURCHASE OR LEASE OF REAL PROPERTY FOR USE OF THE PUBLIC BODY

Mr. Timothy Kollar moved, seconded by Mrs. Melinda M. Kelly, to go into Closed Session at 6:05 p.m. to consider Information Regarding Specific Employee Matters, Pending or Probable Litigation, Purchase or Lease of Real Property for use of the Public Body and Semi-Annual Review of Closed Session Minutes.

Roll Call:

Yes	No	Absent	Abstain
		Mr. Scott Wallace	
Mrs. Suzanne S. Nelson			
Mr. Timothy Kollar			
Mrs. Danielle Boros			
		Mrs. Donna E. Keller	
Mrs. Melinda M. Kelly			
Mrs. Stacey M. Van Metre			

The motion carried with a vote of 5 to 0 with two members absent.

The Board entered Closed Session at 6:05 p.m.

The Board returned to Open Session at 7:35 p.m.

Upon Roll Call at 7:42 p.m., the following board members answered as being present: Mrs. Suzanne S. Nelson, Mrs. Danielle Boros, Mrs. Donna E. Keller, Mrs. Melinda M. Kelly, Mr. Timothy Kollar and Mrs. Stacey M. Van Metre. Mr. Scott Wallace was absent.

Also in attendance were:

Dr. Kelley M. Kalinich, Superintendent;
Dr. Crystal LeRoy, Business Services and Human Resources Manager;

DRAFT

Mrs. Kendra Wallace, Principal;
Ms. Julia Jones, Director of Student Services;
Mr. Chike Erokwu, Communication Coordinator

Faculty/Staff Members: Mrs. Toula Sideris, Ms. Jennifer Peterson and Mrs. Allison Drew (videographer)
Community Members: Mrs. Michele Kane, Mr. Patrick Gould and Mrs. Kimberly Hedley, Joseph Sears School Parents' Volunteer Association Liaison.

PUBLIC COMMENT

Mrs. Suzanne S. Nelson invited public comment. There was none.

ADMINISTRATIVE REPORTS

Freedom of Information Act (FOIA) Requests – There were no requests to report.

Report from the Superintendent – Dr. Kalinich reviewed the enrollment report and explained how the Kasarda report should be interpreted for the new board members. Dr. Kalinich noted Kindergarten enrollment has decreased in line with enrollment decreases throughout the township.

Dr. Kalinich said there would be new signs installed throughout the buildings in June as part of the district's long-range planning efforts. Dr. Kalinich noted the new signs, which are becoming increasingly more common in elementary schools, would direct visitors to various points around campus. She also added there would be new signs placed outside of classrooms with space allotted for teacher names and grade levels. The signs will also include brail at the recommendation of the North Cook Intermediate Services Center.

Report from the Business Services and Human Resources Manager – Dr. LeRoy highlighted key items included in the Accounts Payable report and answered various board member questions. Dr. LeRoy said the District will soon begin soliciting proposals for a new auditor for the 2015-2016 financial audit.

At the request of the Board, Dr. LeRoy discussed the process through which the District contracts with the Northern Suburban Special Education District. Dr. LeRoy said the District pays NSSED an annual fee based on enrollment as it would not be cost-effective for a small district to independently provide such services.

Dr. LeRoy said the District will continue working through their facilities plan over the summer. She said painting, waxing and buffing will be done on schedule. Annual maintenance for the Skokie Ditch will be completed this year.

Report from Principal – Mrs. Wallace presented her report then fielded questions from the Board. Mrs. Wallace received a question from a board member regarding state requirements for PARCC testing. Mrs. Wallace said there is no penalty for failing to meet the 95 percent threshold of test participation for students. She said the district would fall short of that number due to a large number of 8th grade students who did not take the test in May.

Mrs. Wallace discussed the Master Schedule as it relates to 5th grade students transitioning to the junior high model of coursework. She said the curriculum committee determined it best to keep elementary

DRAFT

elements in place for 5th grade while having 5th grade schedules mirror the 6th grade schedule in other areas.

Report from the Director of Student Services - Ms. Julia Jones presented her report to the Board. Ms. Jones noted the Discipline and Ethics Committee reviewed district policy during a recent meeting. The committee discussed the acceptable use policy in regards to cyberbullying and the allowance of games played at school.

Ms. Jones said that going forward, the administration will need to consider how to incorporate Erin's Law into curriculum as opposed to fulfilling the requirement by hosting a guest speaker each year. Mrs. Van Metre said she received feedback from parents that they were not aware of the specifics of Erin's Law. Dr. Kalinich suggested it may be best to provide an explanation of Erin's Law during curriculum night as there is generally high parent attendance.

Ms. Jones said she is in the process of assigning summer caseloads and schedules for special services instructors. She said there are about 20 students who qualify for extended school year based on regression in student progress. Ms. Jones said that area student services directors have had discussions on how to measure student regression. Dr. Kalinich said determining regression in students has, in part, come from analyzing student progress and trends in testing.

CONSENT AGENDA

Mrs. Suzanne S. Nelson asked if there were any questions regarding the Consent Agenda. There being no further questions or discussion, Mrs. Nelson asked for a motion to approve the Consent Agenda as presented.

Mr. Stacey M. Van Metre moved to approve the Consent Agenda to include approval of: Minutes of the May 4, 2015, Special Meeting as amended and Closed Session; Investment Reports for April 2015; Accounts Payable for April 21, 2015; Authorization to Destroy Closed Session Recording for November 2013; Request for Family Medical Leave; and Board Policy Revisions: 2:150 Committees, 7:185 Teen Dating Violence Prohibited, 7:190 Student Discipline. The motion was seconded by Mrs. Melinda M. Kelly.

Roll Call:

Yes	No	Absent	Abstain
		Mr. Scott Wallace	
Mrs. Suzanne S. Nelson			
Mrs. Danielle Boros			
			Mrs. Donna E. Kellar
Mrs. Melinda M. Kelly			
Mr. Timothy Kollar			
Mrs. Stacey M. Metre			

The motion carried with a vote of 5 to 0 with one member absent and one member abstaining.

OLD BUSINESS

Discussion of and Approval of Evans, Marshall & Pease, P.C. for Annual Audit – The board briefly discussed the company which will perform the annual audit for the school district.

DRAFT

Mrs. Stacey M. Van Metre moved, seconded by Mr. Timothy Kollar, to approve Evans, Marshall & Pease for the annual audit. The motion carried with all yeses.

Discussion of and Appointment of Board Committee and Liaison Assignments – The board reviewed the committee and liaison assignments. Mrs. Nelson noted the board assembled a negotiation team in advance of upcoming negotiations with the Kenilworth Education Association.

Discussion of Board of Education Retreat Including Strategic Plan Year 3 Development and Board Self-Evaluation – Dr. LeRoy presented the board with three dates in July that they would be able to meet with an Illinois Association of School Boards discussion facilitator to hold a board development and self-evaluation meeting. Dr. LeRoy said the meeting would include two elements: a strategic planning element and an evaluation element. Dr. LeRoy said she was mindful of busy summer schedules when she proposed the board combine the two parts into a single board day event.

Several board members and administrators commented that the term self-evaluation was misleading. Board members generally discussed what they hope to accomplish from the board education retreat. Dr. LeRoy and Mrs. Wallace explained the self-evaluation led by IASB is an opportunity for the board to meet to freely discuss communication, goals, and ways to work together as board members.

Mrs. Nelson said she would like to receive feedback from the administrative leadership team regarding the strategic plan before the board discusses it as a group. Dr. Kalinich said the administrative leadership team will soon meet to discuss the strategic plan process. She added administrators will likely have some sort of analysis prepared by early July.

Dr. LeRoy said she will look into other available dates for the IASB discussion facilitator, which could include weekends. Dr. LeRoy said she will also present the board's preferences on what they wish to discuss to the discussion facilitator to better tailor the retreat to the Board's needs. Dr. LeRoy will also check in with other recommended, similarly-priced firms when looking for available retreat dates.

NEW BUSINESS

Discussion of and Potential Approval of Recommendation to Rehire and Award Tenure to Teacher Mrs. Cathleen Sheridan – Mrs. Suzanne S. Nelson opened the floor to a motion to rehire and award tenure to Mrs. Sheridan.

Mrs. Stacey M. Van Metre moved to approve the rehiring and award tenure to Mrs. Cathleen Sheridan. The motion was seconded by Mr. Timothy Kollar.

Roll Call:

Yes	No	Absent	Abstain
		Mr. Scott Wallace	
Mrs. Suzanne S. Nelson			
Mrs. Danielle Boros			
			Mrs. Donna E. Kellar
Mrs. Melinda M. Kelly			
Mr. Timothy Kollar			
Mrs. Stacey M. Metre			

The motion carried with a vote of 5 to 0 with one member absent.

DRAFT

Discussion of and Potential Approval of Recommendation to Rehire at .8 FTE Teacher Mrs. Shea Almendarez and .7 FTE Mrs. Natalie Kohn McLemore – Mrs. Suzanne S. Nelson opened the floor to a motion to rehire Mrs. Almendarez and Mrs. Kohn McLemore.

Mrs. Stacey M. Van Metre moved to rehire at .8 FTE Teacher Mrs. Shea Almendarez and .7 FTE Mrs. Natalie Kohn McLemore. The motion was seconded by Mr. Timothy Kollar.

Roll Call:

Yes	No	Absent	Abstain
		Mr. Scott Wallace	
Mrs. Suzanne S. Nelson			
Mrs. Danielle Boros			
Mrs. Donna E. Kellar			
Mrs. Melinda M. Kelly			
Mr. Timothy Kollar			
Mrs. Stacey M. Metre			

The motion carried with a vote of 6 to 0 with one member absent.

Discussion of and Potential Approval of Salary Recommendations for 12-Month and Non-Classified Personnel – Mrs. Suzanne S. Nelson opened the floor to a motion to approve salary recommendations for 12-month and Non-Classified Personnel. Mr. Kollar noted the following support staff would receive a 2-3 percent increase in salary based on merit and the CPI: Angela Lascola, Julia Campanaro, Max Casas, Trish Culhane, Debbie Geib, Dale Lucksha, Moris Quijada and Marcy Seiler.

Mrs. Stacey M. Van Metre moved to approve salary recommendations for 12-month and non-classified personnel. The motion was seconded by Mr. Timothy Kollar.

Roll Call:

Yes	No	Absent	Abstain
		Mr. Scott Wallace	
Mrs. Suzanne S. Nelson			
Mrs. Danielle Boros			
Mrs. Donna E. Kellar			
Mrs. Melinda M. Kelly			
Mr. Timothy Kollar			
Mrs. Stacey M. Metre			

The motion carried with a vote of 6 to 0 with one member absent.

Discussion of and Potential Approval of Joseph Sears School Parents' Volunteer Association Annual Allocation Requests – Mrs. Kendra Wallace presented the Board with a list of requests made on behalf of the teachers to the JSSPVA for classroom materials that go beyond materials used in the regular scope of education. Mrs. Wallace briefly summarized the request lists. She said the fifth grade teachers requested new microscopes to use in conjunction with extended science lab time; the music teachers

DRAFT

requested new musical instruments; second grade teachers requested fiction and non-fiction literature for enrichment; and the JSSPVA determined they would allocate money toward a technology grant for advancing school technology.

The JSSPVA included funds set aside for professional development grants for teachers. The Board thanked the JSSPVA and noted the professional development funds are an excellent use of resources.

Mrs. Stacey M. Van Metre moved, seconded by Mrs. Donna Keller, to approve the Joseph Sears School Parents' Volunteer Association Annual Allocation Requests. The motion carried on all yeses.

OTHER BUSINESS

Mr. Timothy Kollar noted a community celebration honoring retiring Superintendent Dr. Kelley Kalinich will take place from 8 to 9:30 a.m. in the Joseph Sears School Multipurpose Room.

PUBLIC COMMENT

Mrs. Suzanne S. Nelson invited public comment. Kenilworth resident Mr. Patrick Gould expressed his concern that the Board education retreat meeting is in violation of the open meeting law. After public comment, Dr. Kalinich said that retreats are public meetings and they are open to the public. A meeting date has not been set for the retreat, but Dr. Kalinich said the administration will publicize the meeting date once it has been decided.

ADJOURNMENT

There being no further business Mrs. Nelson entertained a motion to adjourn.

Mr. Timothy Kollar moved, seconded by Mrs. Stacey Van Metre, to adjourn the meeting at 9:11 p.m.

The motion carried with all yeses.

Attest for Distribution: _____
Chike Erokwu, Secretary

Approved: _____
Scott Wallace, President

ATTEST: _____
Chike Erokwu, Secretary

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