Kenilworth School District No. 38

Superintendent's Notes and Report

June 15, 2015

In preparation for our June Board meeting, please note that your copy of the agenda includes suggested times for each item to provide some pacing targets as we move through the agenda. If you do have any specific questions about an agenda item and/or would like to have supplemental information, please email me at (cleroy@kenilworth38.org) or call me at 847-853-3805 or 847-863-4246. This will allow me to be prepared to address questions at our Board meeting. Please know that all questions are welcomed.

Please note that Closed Session will take place in the Room 252 (Laura Romisher's classroom) at 6:00 p.m. followed by the Regular Board Meeting at 7:30 p.m. in the Library Technology Center.

Annotations for Board Meeting Agenda

II. **Closed Session** – Please reference the separate Closed Session notes regarding the items to be discussed.

V. **Administrative Reports** (Tab A)

A. Freedom of Information Act Requests – There were no requests to report.
B. Report from the Superintendent – Dr. Kalinich will provide an update on the Strategic Plan and School Culture, as well as the Top School District in Illinois Recognition.
C. Report from the Business Services and Human Resources Manager – I will review my recommendations for the District's financial software and Flexible Spend Account Administration.
D. Report from the Principal – Mrs. Wallace will provide highlights from her report.
E. Report from the Student Services Director – Ms. Jones will provide highlights from her report.

VI. **Consent Agenda – Please see the related postings and recommendations regarding action.**

Suggested motion: Approve the Consent Agenda as presented (or amended) to include: Minutes of the May 18, 2015, Regular Meeting and Closed Session, Investment Reports for May 2015, Accounts Payable for May 19, 2015 to June 15, 2015, Authorization to Destroy Closed Session Recording for December 2013, Resolution to Adopt the 2015 Prevailing Wage Rates, Authorization for Bill Reviewer to Approve Payment of Accounts Payable for June,

July and August 2015, Unpaid Leave of Absence for Andy Lubetkin, to hire Long Term Substitute, Ms. Sarah Wenning, Benefit Advantage for the District's Flexible Spending Account Maintenance, Carryover Vacation Days from the 2014-2015 school year to the 2015-2016 school year, Updated Job Descriptions for the Executive Assistant to the Administration, Donation from the Joseph Sears School Parents' Association.

VII. Old Business

A. Discussion of Board of Education Retreat Including Strategic Plan Year 3 Development and Board Self-Evaluation – Please reference the posted memorandum. Based on the feedback from the May Board Meeting, I have outlined two retreat options available to the Board of Education. This item does not require formal action.

B. Discussion of and Potential Action to Approve Revised 2015-2016 School Year Calendar – Mrs. Wallace will review her proposed changes to the 2015-2016 calendar.

   Suggested motion: Approve Revised 2015-2016 School Year Calendar, as presented.

C. Board Comments and Questions – The purpose of this agenda item is to provide Board members the opportunity to provide committee updates.

VIII. New Business

A. Discussion of and Potential Approval to Hire Ms. Meghan Panje-Wilson as .7 FTE Instructional Facilitator – Mrs. Wallace will review her recommendation for the Instructional Facilitators position. The memorandum from Mrs. Wallace is posted for your review.

   Suggested motion: Approve Ms. Meghan Pange-Wilson as the District's Instructional Facilitator

B. Discussion of and Potential Approval to Hire Ms. Caitlin Phillips as 1.0 FTE School Psychologist – Ms. Jones will review her recommendation for School Psychologist. The memorandum from Ms. Jones is posted for your review.

   Suggested motion: Approve Ms. Caitlin Phillips as the District's School Psychologist

C. Discussion of and Potential Approval of Kenilworth Education Association Teacher Evaluation Instrument – Dr. Kalinich will provide an update on the recent changes to the evaluation instrument. For your reference, both the redline copy and final draft copy are posted for your review.

   Suggested motion: Approve the Kenilworth Education Association Teacher Evaluation Instrument as presented

D. Approval of Infinite Visions for the District's Financial Software – I will have discussed this briefly during my administrative report.

Suggested motion: Approve Infinite Visions to provide district financial software as presented.

The items above will be discussed in Closed Session. An appropriate motion will be requested during this portion of the meeting to approve the recommendations.

Dates to Note:

Monday, June 15th	Board of Education Meeting at 6:30 p.m. Closed Session and 7:30 p.m. for the Open Session
Tuesday, July 14th	Board of Education Retreat