

**MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION OF  
KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS  
THE 20TH DAY OF APRIL, 2015**

The meeting was called to order by President, Mr. Timothy Kollar, at 6:01 p.m. Upon roll call, the following Board members answered as being present: Dr. Christine Stoll, Mrs. Betsy Moerschel, Mrs. Suzanne S. Nelson, Mrs. Stacey M. Van Metre, Mr. Gregory Werd and Mr. Timothy Kollar. Mr. Scott Wallace was absent.

Also in attendance were:

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

Mr. Timothy Kollar entertained a motion to go into Closed Session.

**CLOSED SESSION TO CONSIDER INFORMATION REGARDING SPECIFIC EMPLOYEE MATTERS, COLLECTIVE BARGAINING, PENDING OR PROBABLY LITIGATION, SECURITY PROCEDURES, AND PURCHASE OR LEASE OF REAL PROPERTY FOR USE OF THE PUBLIC BODY.**

*Mrs. Stacey Van Metre moved, seconded by Dr. Christine Stoll, to go into Closed Session at 6:02 p.m. to consider Information Regarding Specific Employee Matters, Collective Bargaining, Pending or Probable Litigation, Security Procedures, and Purchase or Lease of Real Property for use of the Public Body.*

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
		Mr. Scott Wallace	
Mr. Gregory F. Werd			

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

The Board returned to Open Session at 7:27 p.m.

Upon roll call at 7:34 p.m., the following Board members answered as being present: Dr. Christine Stoll, Mrs. Betsy Moerschel, Mrs. Suzanne S. Nelson, Mrs. Stacey M. Van Metre, Mr. Gregory Werd and Mr. Timothy Kollar. Mr. Scott Wallace was absent.

Also in attendance were:

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

Mrs. Kendra Wallace, Principal;  
Ms. Julia Jones, Director of Student Services;  
Mrs. Julie Campanaro, Executive Assistant to the Superintendent;  
Mr. Chike Erokwu, Communication Coordinator  
Faculty/staff members: Mrs. Barbara Rodriguez, Mrs. Kathy Lowell and Mr. R.J. Bialk (videographer)  
Community members: Joseph Sears School Parents' Volunteer Association (JSSPVA) Liaison Mrs. Kimberly Hedley, Mrs. Diane Baj and Mrs. Michele Kane  
Students: Master Alex Baj

## **PUBLIC COMMENT**

Mr. Kollar invited public comment. There was none.

## **ADMINISTRATIVE REPORTS**

**Freedom of Information Act (FOIA) Requests** – Dr. Kalinich referenced a public records request for information regarding collective bargaining agreements with custodians, contracts for outsourced services, as well as a list of custodians and their compensation. The request was addressed and responded to by the District FOIA Officer, Dr. Crystal LeRoy.

**Report from the Superintendent** – Dr. Kalinich presented an updated projected enrollment report for the 2015-2016 school year that noted an anticipated decrease of students. Dr. Kalinich also shared data with the Board that referenced historical enrollment data from 1952 to 2014. Dr. Kalinich explained that the District keeps track of the number of families that come to tour Sears School for enrollment potential.

Dr. Kalinich reminded the Board members to complete their electronic Statement of Economic Interest, required for all elected officials. The confirmation of completion should be submitted to Mrs. Julie Campanaro to keep on file.

**Report from the Business Services and Human Resources Manager** – Dr. LeRoy reviewed the monthly accounts payable report and fielded questions from the Board. Mr. Kollar asked Dr. LeRoy to review the monthly financials as the District received about 95 percent of budgeted revenue and spent about 64 percent of budgeted expenses. Dr. LeRoy said the District has several remaining payrolls coming up near the end of the year and she anticipates the expenses to ultimately fall closer in line with budgeted totals.

Dr. LeRoy also presented a report detailing District operational expenses broken down on a per-student basis from the past five fiscal years. The Board expressed concern over the expenses trend compared to the stagnant enrollment for the past three years. The Board members noted their hope to partner with the administration in analyzing data and explaining the reasons behind the data. Dr. LeRoy referenced the administrative restructure as evidence of a decision made through analyzing data. Dr. LeRoy said one of her goals is to document spending data so that the numbers can be referenced for future financial decisions.

**Report from Principal** – Mrs. Wallace presented the Board with an update on the Strategic Plan as it relates to The Joseph Sears School curriculum. Mrs. Wallace said she has been working with several teachers to implement changes in light of the revised Master Schedule, which will allow for additional instructional time in core subjects. Mrs. Wallace said the administration will work with the Junior High

English/Language Arts teachers to renew the curriculum to maximize the shift from eighty-minute periods to sixty-minute periods. Curricular work will also continue in Mathematics and Science, too.

Mrs. Wallace said teachers have been generally supportive of the changes made to the Master Schedule. She said she hopes to have a junior high schedule containing elective schedules completed by the first week of May.

Mrs. Wallace talked briefly about the recent 7<sup>th</sup> grade field trip to Springfield/Hannibal/St. Louis. She said she will present the dates for next year's 7<sup>th</sup> and 8<sup>th</sup> grade field trips at the next Board meeting.

**Report from the Director of Student Services** - Ms. Jones said that presenter Victor Pacini will speak to parents on April 21 before he gives a presentation to students during the week of April 28 on sexual abuse prevention. Jones said the District is bringing Mr. Pacini in to speak to students in response to the new mandate commonly referred to as, Erin's Law. This mandate requires all Illinois schools to provide sexual abuse prevention to all students.

Ms. Jones added she hopes to do more community education on curriculum as it relates to Response to Intervention including Gifted identification and instruction.

**CONSENT AGENDA**

Mr. Tim Kollar asked if there were any questions regarding the Consent Agenda. Mrs. Nelson asked for a clarification of the minutes. After discussion, no changes were made. Without any further questions, Mrs. Kollar asked for a motion to approve the Consent Agenda.

*Mrs. Stacey Van Metre moved to approve the Consent Agenda to include approval of Minutes of the March 16, 2015 Regular Meeting and Closed Session, as well as April 7, 2015, Special Meeting and Closed Session; Investment Reports for March 2015; Approval of Accounts Payable for March 17, 2015-April 20, 2015; Authorization to Destroy Closed Session Recording for October 2013; Approval of Family Medical Leave Request; Approval of Board Policy Revisions: 4:170 Safety and 6:50 School Wellness; Approval of 2014-2015 School Year Final Calendar for Last Day of School. The motion was seconded by Dr. Christine Stoll.*

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
		Mr. Scott Wallace	
Mr. Gregory F. Werd			

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

**OLD BUSINESS**

**Presentation and Potential Action to Authorize Distribution of Annual Parent and Faculty/Staff Surveys** - Mrs. Moerschel suggested the Board authorize the addition of a question she suggested to the

Communication Committee specifically related to Handbook awareness for inclusion in the parent survey. Mrs. Moerschel noted it would be interesting to know how many people reference the Handbook for purposes outside of phone numbers and email addresses. Mrs. Moerschel said the purpose of adding the question would be for the administration to further refine how the District can better communicate to parents. Dr. Kalinich said she would draft a question regarding the Handbook and include it in the parent survey as discussed.

*Dr. Stoll moved to authorize the distribution of the Annual Parent and Faculty/Staff Surveys. Mr. Gregory Werd seconded the motion.*

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
		Mr. Scott Wallace	
Mr. Gregory F. Werd			

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

**Discussion of and Potential Action to Approve Board Policy Revision 4:30 Revenue and Investments -**

Dr. Kalinich explained that the changes and revisions proposed to the Board investment policy had been vetted by the Building and Finance Committee after several readings. The new policy draft included the elimination of investment policies that fall outside of the District's financial practices.

*Mrs. Van Metre moved to authorize the approval of the revision to Board Policy 4:30 Revenue and Investments. Mr. Werd seconded the motion.*

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
		Mr. Scott Wallace	
Mr. Gregory F. Werd			

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

**NEW BUSINESS**

**Approval of Kenilworth Education Association Memorandum of Understanding for Additional Daily Teaching** – Mr. Kollar asked Dr. Kalinich to review the proposal for the compensation increase to the teachers being proposed for the 2015-2016 school year. After negotiations with the Kenilworth Education Association (KEA) and Board representatives, an agreement was reached to provide an

additional 1.88% to 2.4% increase to the 2015-2016 school year salary schedule. This amount is equal to about \$120,000 overall. Dr. Kalinich noted that the agreement included a cap for some teachers as to not exceed a six percent salary increase from the 2014-2015 school year. Such a cap is necessary as to avoid potential financial penalties to the District.

*Dr. Stoll moved to approve the Memorandum of Understanding with the Kenilworth Education Association for Additional Daily Teaching, as presented. The motion was seconded by Mr. Gregory Werd.*

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
		Mr. Scott Wallace	
Mr. Gregory F. Werd			

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

**Approval of Settlement Agreement with Professional Construction Management, Inc. Regarding Roof Litigation** – Mr. Kollar noted a confidentiality agreement which prevents the Board from discussing the details of the current roof litigation settlement. However, he noted that the settlement for one of four vendors sued by the District for a faulty roof installation, was consistent with the expectations outlined by the Board’s legal counsel.

*Dr. Stoll moved to approve the settlement agreement with Professional Construction Management Inc. regarding roof litigation, as presented and Mrs. Van Metre seconded the motion.*

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Timothy Kollar			
Dr. Christine L. Stoll			
Mrs. Betsy Moerschel			
Mrs. Suzanne S. Nelson			
Mrs. Stacey M. Van Metre			
		Mr. Scott Wallace	
Mr. Gregory F. Werd			

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

**Presentation and Discussion of Board Policy: 7:280 Communicable and Chronic Infectious Disease** – Dr. Kalinich presented a proposal for the Board to consider adopting this policy as recommended by the Illinois Association of School Boards (IASB). The Board noted that if the policy is not required, it did not seem to be necessary to adopt. Dr. Kalinich will verify our requirements regarding the adoption of such a policy and follow up accordingly.

**Setting of Reorganization Meeting Date and Board Reflection of Roles and Responsibilities** – Mr. Kollar noted that the Reorganization meeting will be set for Monday, May 4, 2015, with the Closed Session beginning at 5:30 p.m. and the Open Session scheduled to start at 7:00 a.m. He invited the outgoing Board members, Dr. Christine Stoll, Mrs. Betsy Moerschel and Mr. Gregory Werd to share their observations and thoughts on the work of the Board.

Dr. Stoll shared three areas in which she thought the Board excelled to include: secured a strong leadership team for the School District, published the first-ever Strategic Plan for the Kenilworth Board of Education and members did not let personal interests get in the way of doing what is best for the District. Dr. Stoll specifically identified work on the Strategic Plan identifying the importance and value of communication with Kenilworth residents who do not have children of school age. She concluded that it would be prudent for the Administration and the District to closely monitor decreasing enrollment and plan accordingly for the future.

Mrs. Moerschel said she believes the District has grown culturally as a learning community during her time as a Board member. She identified that the administration has done a good job of strengthening communication over the years and disseminating information for parents and residents. She appealed to the community to empower the professionals, teachers and administrators, to do their jobs without micromanaging. She said she is proud of the Strategic Plan and the inclusive nature of the work that went into the Plan's development. She concluded by advocating that the District take time to regularly celebrate accomplishments and successes, too.

Mr. Werd said that going forward, he hopes that meetings will be driven by content, as opposed to calendar. He noted that fewer Board meetings would make those meetings easier for all Board members to attend. Mr. Werd said he hoped the administration will continue to reward great teachers and work on helping other teachers improve. He advocated that the Board and Administration remember to look outside of Kenilworth and see how other districts operate. Mr. Werd stated that he hoped the Board will continue to foster a culture of continuous improvement.

Mr. Kollar thanked Dr. Stoll, Mrs. Moerschel and Mr. Werd for their reflections, suggestions and service. He noted that this conversation will continue with the new Board in consideration of the committee and liaison structure.

**Discussion of Strategic Plan Progress and Process for Development** – Mr. Kollar asked the Board members to make suggestions on how to develop year 3 of the Strategic Plan. Ideas shared included: make sure that teacher input is provided, involve the full Board vs. delegating the work to a committee, keep the action items in one document as implemented over the past two years, “hit the ground running” with the new Board and continue to be strategic.

Mr. Kollar noted that this would be an ideal agenda item to discuss with the new Board members at the Regular Board meeting in May.

## **OTHER BUSINESS**

Mr. Kollar noted that there will be a community retirement celebration to honor Dr. Kelley Kalinich for her ten years of service to the District on Thursday, May 28, 2015, from 8:00 a.m. to 9:30 a.m. at The Joseph Sears School. An invitation will be sent to the community to attend the breakfast reception.

## **PUBLIC COMMENT**

Mr. Kollar invited Public Comment. There was none.

ADJOURNMENT

There being no further business Mr. Kollar entertained a motion to adjourn.

*Dr. Stoll moved, seconded by Mr. Werd, to adjourn the meeting at 9:11 p.m.*

The motion carried with all yeases.

Attest for Distribution:   
Kelley M. Kalinich, Secretary

Approved:   
Timothy Kollar, President

ATTEST:   
Kelley M. Kalinich, Secretary