



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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**MINUTES FOR THE REGULAR MEETING OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS
THE 21ST DAY OF MAY 2018**

The meeting was called to order by President Mindy Kelly at 4:30 p.m. Upon roll call, the following board members answered as being present: Mrs. Mindy Kelly, Mrs. Suzanne Nelson, Mr. Scott Wallace, Mr. John Gottschall. Mrs. Donna Keller, Mrs. Melissa Ross and Mrs. Danielle Boros were absent.

Also in attendance were:

- Dr. Crystal LeRoy, Superintendent/CSBO
- Mr. Chike Erokwu, Board Secretary
- Mrs. Kendra Wallace, Principal
- Mr. Besset Sabourin, Director of Student Services

Mrs. Kelly called for a motion to go into closed session to consider information related to specific employee matters and potential or probable litigation.

Mr. John Gottschall made a motion to go into closed session to consider information related to specific employee matters and potential or probable litigation. The motion was seconded by Mr. Scott Wallace.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
		Mrs. Danielle Boros	
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace		Mrs. Melissa Ross	

The motion carried with a vote of 4 to 0 with three members absent.

The Board entered closed session at 4:31 p.m.

The Board returned to open session at 7:43 p.m.

Upon roll call, the following board members answered as being present: Mrs. Mindy Kelly, Mrs. Suzanne Nelson, Mr. Scott Wallace, Mrs. Melissa Ross, Mr. John Gottschall and Mrs. Danielle Boros. Mrs. Donna Keller was absent

Also in attendance were:

- Dr. Crystal LeRoy, Superintendent/CSBO
- Mrs. Kendra Wallace, Principal
- Mr. Chike Erokwu, Board Secretary



Mr. Besset Sabourin, Director of Student Services

Community: Mrs. Enza Fox, Mrs. Allison Drew (videographer), members of the Kenilworth community

PUBLIC COMMENT

Mrs. Mindy Kelly invited public comment. There was none.

ADMINISTRATIVE REPORTS

Principal's Report – Mrs. Kendra Wallace, Mrs. Jessica Singer, Dr. Vinni Biancalana and Mrs. Barbara Rodriguez gave a presentation on the adoption of Schoolwide materials for K-5 literacy materials. Mrs. Wallace noted that the materials have been vetted through teacher teams and the ELA committee through an extensive review and pilot process.

FOIA Report – Dr. LeRoy noted that the District has received six FOIA requests since the last board meeting. The requests have been researched and responded to in a timely manner. Mrs. Nelson requested that Dr. LeRoy give some added context as to the information that was provided to the requesters under FOIA.

Superintendent's Report – Dr. LeRoy led the board in a brief discussion the Board's committee structure. Dr. LeRoy outlined the strengths and challenges of operating under a sub-committee/committee of the whole model versus a standing full committee model. Dr. LeRoy noted that a return to a standing full committee model would increase transparency of board decisions by giving community members an opportunity to stay engaged in board affairs. Dr. LeRoy said she would like to revisit the committee structure discussion due to concerns from individual board members about how the board currently operates.

The Board will discuss the structural solutions and behavioral problems during the summer strategic retreat. The Board will also revisit the COW meeting schedule once those discussions have concluded.

Dr. LeRoy reviewed the transition plan for the new administrators. The transition plan included a list of steps that have and will be taken to introduce the Chief Education Officer and the Director of Student Services. Dr. LeRoy noted that the Board would be updated on the administrative structure presentation before it would be made to faculty on Institute Day. Administrator goals will be presented to the Board during the Board's strategic planning retreat over the summer.

Chief School Business Official's Report – Dr. LeRoy reviewed the monthly financial statements and investment reports.

Principal's Report – Mrs. Wallace noted that the Discipline and Ethics committee met to review the student handbook. Mr. Gottschall noted that the handbook is incredibly comprehensive. Mrs. Wallace briefly discussed changes for 7th and 8th grade specials. She noted that the revised specials would allow for more time for orchestra and choir in the school day. Mrs. Ross noted that it would be beneficial to hold a Second Cup of Coffee informing the parent community on the change in specials.



CONSENT AGENDA

Mrs. Kelly asked if there were any questions related to the consent agenda. Board members discussed Policy 2:260. Mr. Wallace questioned if the “preponderance of evidence standard” is the right standard to uphold for the policy. Board members also discussed the practice of having the complaint manager and the discrimination coordinator as the same person. After discussion, the Item F related to the approval of District policies was removed from the consent agenda.

There being no questions, Mrs. Kelly called for a motion to approve the consent agenda as amended.

Mr. John Gottschall moved to approve the consent agenda which includes approval of: minutes from the May 3, 2018 Committee of the Whole Meeting and Closed Session; Monthly Financial Report for April 2018; Investment Reports for April 2018; accounts payable from April 17, 2017 to May 21, 2018; authorization to destroy closed session recordings from November 2016.

The motion was seconded by Mr. Scott Wallace

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mrs. Danielle Boros			
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly			
		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace			
Mrs. Melissa Ross			

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

OLD BUSINESS

Discussion of and Potential Approval of Adoption of Schoolwide K-5 Literacy Resources: Reading and Writing –

Mrs. Melissa Ross moved to approve the adoption of Schoolwide K-5 Literacy Resources for reading and writing. The motion was seconded by Mrs. Suzanne Nelson.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mrs. Danielle Boros			
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly			
		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace			



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Mrs. Melissa Ross

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

Potential Approval of the 2018-2019 Board Regular Meeting Schedule –

Mr. Scott Wallace moved to approve the Board’s regular meeting schedule. The motion was seconded by Mrs. Melissa Ross.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mrs. Danielle Boros			
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly			
		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace			
Mrs. Melissa Ross			

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

Item C related to the approval of the Board committee of the whole schedule was tabled.

Discussion of and Potential Authorization to Distribute Annual Parent Survey – The annual parent survey will be distributed to families this week. The survey questions asked of parents will remain consistent to those questions asked over the past two years.

Discussion of and Potential Approval of District Educational Philosophy – Mrs. Ross noted that the Educational Subcommittee reviewed the Educational Philosophy and they feel the draft is representative of the school district. Board members discussed the Educational Philosophy.

Mr. John Gottschall moved to approve the Educational Philosophy. The motion was seconded by Mrs. Danielle Boros.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mrs. Danielle Boros			
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly			
		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace			
Mrs. Melissa Ross			

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



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Mr. Erokwu noted that the Educational Philosophy will be communicated to the community with the rest of the District strategic plan elements in August.

NEW BUSINESS

Discussion of and Potential Approval to Carry Over/Pay Out Vacation Days from the 2017-2018 school year for Dr. Crystal LeRoy, Mr. Besset Sabourin and Mrs. Kendra Wallace – Dr. LeRoy noted that the unused vacation days will be paid out for each administrator. Payout would be for up to 20 days per administrator.

Mrs. Melissa Ross moved to approve the carry over/pay out of vacation days from the 2017-2018 school year for Dr. Crystal LeRoy, Mr. Besset Sabourin and Mrs. Kendra Wallace. The motion was seconded by Mr. John Gottschall.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mrs. Danielle Boros			
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly			
		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace			
Mrs. Melissa Ross			

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

Discussion of and Potential Approval of FMLA request for Mrs. Allison Lopuszynski – Dr. LeRoy noted that the FMLA leave would be effective at the start of next school year and end after Thanksgiving Break. A substitute teacher has been secured.

Mr. John Gottschall moved to approve FMLA request for Mrs. Allison Lopuszynski. The motion was seconded by Mrs. Melissa Ross.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mrs. Danielle Boros			
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly			
		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace			
Mrs. Melissa Ross			

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



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Discussion of and Potential Approval for Recommendation to Add 0.5 FTE Spanish Teacher for the 2018-2019 school year – Mrs. Wallace noted that she would like to add a temporary 0.5 FTE Spanish teacher to facilitate the curriculum renewal writing process for the World Language Department. Mrs. Wallace noted the 0.5 FTE position could transition into the anticipated opening for the 2019-2020 school year due to a retirement.

Mr. Scott Wallace moved to approve the 0.5 FTE Spanish Teacher addition for the 2018-2019 school year. The motion was seconded by Mrs. Suzanne Nelson.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mrs. Danielle Boros			
Mrs. Suzanne Nelson			
Mrs. Mindy Kelly			
		Mrs. Donna Keller	
Mr. John Gottschall			
Mr. Scott Wallace			
Mrs. Melissa Ross			

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

OTHER BUSINESS

There was none.

PUBLIC COMMENT

There was none.

ADJOURNMENT

Mrs. Kelly entertained a motion to adjourn.

Mr. Scott Wallace moved to adjourn the meeting at 9:52 p.m. The motion was seconded by Mrs. Suzanne Nelson.

The motion carried with all yeses. The meeting adjourned at 9:52 p.m.

Attest for Distribution: Chike Erokwu
Chike Erokwu, Secretary

Approved: Mindy Kelly
Mindy Kelly, President

ATTEST: Chike Erokwu
Chike Erokwu, Secretary