



**MINUTES FOR THE REGULAR MEETING OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS
THE 12TH DAY OF NOVEMBER 2018**

The meeting was called to order by President Mindy Kelly at 4:37 p.m. Upon roll call, the following board members answered as being present: Mrs. Mindy Kelly, Mr. John Gottschall, Mrs. Melissa Ross and Mrs. Suzanne Nelson. Mrs. Donna Keller, Mrs. Danielle Boros and Mr. Scott Wallace were absent.

Also in attendance were:

Dr. Crystal LeRoy, Superintendent/CSBO
Dr. Lisa Leali, Chief Education Officer
Ms. Zuica Donev, Director of Student Services
Dr. LeViis Haney, Interim Principal
Mr. Chike Erokwu, Board Secretary

Mrs. Kelly called for a motion to go into closed session to consider information related to specific employee matters and a semi-annual review of closed session minutes.

Mr. John Gottschall moved to go into closed session to consider information related to specific employee matters and a semi-annual review of closed session minutes. 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 4 to 0 with three members absent.

The Board entered closed session at 4:37 p.m.

The Board returned to open session at 7:44 p.m.

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

Also in attendance were:

Dr. Crystal LeRoy, Superintendent/CSBO
Dr. Lisa Leali, Chief Education Officer
Ms. Zuica Donev, Director of Student Services
Dr. LeViis Haney, Interim Principal
Mr. Chike Erokwu, Board Secretary



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

542 Abbotsford Road • Kenilworth, IL 60043 • 847.256.5006 • kenilworth38.org

Community: Approximately 10 members of the Kenilworth Community and the Kenilworth Police Department

PUBLIC COMMENT

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

RECOGNITION OF APPRECIATION

Mrs. Mindy Kelly presented resolutions of appreciation to The Joseph Sears School Parents Volunteer Association and the Sears Booster Club. Mrs. Mindy Kelly read the following resolutions into the minutes:

WHEREAS, during the 2017 - 2018 school year the Joseph Sears School Parents' Volunteer Association, under the exceptional leadership of Mindy Douthit, greatly enhanced the educational quality of The Joseph Sears School, Kenilworth School District No. 38, Cook County, Kenilworth, Illinois; and

WHEREAS, the Association provided a forum for quality communication, facilitated and supported volunteer service and raised extraordinary funds to support enrichment programs and other related purposes; and

WHEREAS, the Association's generosity of time and monetary resources provided for purchasing outdoor playground equipment encouraging healthy physical activity, alternative seating for students' diverse needs throughout all grade levels to enhance multi-sensory learning, purchasing materials for the Junior Kindergarten Science curriculum, purchasing a Yamaha portable grand piano to enhance the students' musical instruction, funding for professional development for our educators' enhancing student learning throughout the entire School; and also in support of Literacy by providing materials including grade level specific contributions to classroom libraries. These additions are accompanied by a host of other support for the teaching of the whole child; funding for student Enrichment Programs, and the support of Parent Education; and

WHEREAS, all of the aforementioned will significantly enhance teaching and learning, as well as the overall sustainability of quality services to students at The Joseph Sears School;

THEREFORE, BE IT AND IT IS HEREBY

RESOLVED, that the grateful appreciation of the Kenilworth School District No. 38 Board of Education, Administration, Teachers, Parents, Students and Community be made a matter of public record; and

THAT a copy of this Resolution be presented to The Joseph Sears School Parents' Volunteer Association.

WHEREAS, during the 2017-2018 school year The Joseph Sears School Booster Club, under the exceptional leadership of Jennifer Rice, greatly enhanced the educational quality of The Joseph Sears School, Kenilworth School District No. 38, Cook County, Kenilworth, Illinois; and



WHEREAS, the Booster Club provided a forum for quality communication, facilitated and supported volunteer service related to the Athletic opportunities for students and raised funds to support the athletic programs, spiritwear and field days; and

WHEREAS, the Booster Club's generosity of time and monetary resources provided for the sponsoring of athletic uniforms and equipment, padded athletic chairs for Sears' sporting events and scholarship support for students; and

WHEREAS, the Booster Club's leadership served as a resource to the Administration and Athletic Director to secure effective coaches for athletic teams; and

WHEREAS, all of the aforementioned will significantly enhance teaching and learning, as well as the overall sustainability of quality services to students at The Joseph Sears School;

THEREFORE, BE IT AND IT IS HEREBY

RESOLVED, that the grateful appreciation of the Kenilworth School District No. 38 Board of Education, Administration, Faculty, Parents, Students and Community be made a matter of public record; and

THAT a copy of this Resolution be presented to The Joseph Sears School Booster Club.

Dr. LeRoy presented the Kenilworth Police Department with a Community Service Recognition Award for continued service and partnership to the school district. Kenilworth Police Chief David Miller accepted the award on behalf of the department and thanked Dr. LeRoy and the Kenilworth Board of Education for the award as well as the District's partnership in the community.

ADMINISTRATIVE REPORTS

Freedom of Information Act Requests – Dr. LeRoy noted there were two FOIA requests since the last meeting. Both requests were responded to in a timely manner. Dr. LeRoy noted that there was one commercial request that will be responded to in the allotted time.

Superintendent's Report – Dr. LeRoy summarized the recent institute day professional development conducted for faculty and staff. Dr. LeRoy then discussed the research that went into the creation of the Portrait of a Graduate. The attributes of a Sears graduate (Fearless Learner, Courageous Advocate, Compassionate Citizen and Creative Thinker) were chosen based on community input and research into the field of education.

Mrs. Keller noted that there may be tweaks to the Portrait as the Strategic Plan Subcommittee further outlines the full wrap-around to the strategic plan.

Chief School Business Official's Report – Dr. LeRoy reviewed the monthly financial and investment reports. Dr. LeRoy noted that the Administrative Cabinet attended a workshop to begin the master facilities plan development process.

Board members discussed general district consultant usage the expectation for having policies, scope of work and procedures outlined for consultants.



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

542 Abbotsford Road • Kenilworth, IL 60043 • 847.256.5006 • kenilworth38.org

Dr. LeRoy gave a presentation on the 2018 Levy Estimate. Dr. LeRoy noted that the District does not practice balloon levying and will only ask for the 2.8% levy amount specified in the budget.

Principal’s Report – Dr. Haney noted that enrollment stands at 476 students. Dr. Haney discussed the upcoming Second Cup of Coffee on bullying and discussed enforcement of parking procedures around pick up and drop off hours.

Director of Student Services Report – Ms. Donev gave a summary overview of her recommendation to hire Mrs. Beth Rosenberg-Brewer as a 1.0 Instructional Assistant.

Chief Education Officer’s Report – Dr. Leali and Dr. Haney gave a presentation on student assessment data. Dr. Leali reviewed schoolwide assessments data including standardized assessment data in relation to neighboring schools in the township.

CONSENT AGENDA

Mrs. Mindy Kelly asked if there were any questions regarding the consent agenda. Mrs. Kelly noted that Item J, related to the release of select closed session minutes, would be removed from the agenda as the board is still reviewing the minutes. There being no questions, Mrs. Kelly called for a motion to approve the consent agenda as amended.

Mrs. Melissa Ross moved to approve the consent agenda as amended to include: minutes from the September 24, 2018 Regular Meeting and Closed Session; minutes from the October 16, 2018 Communications Subcommittee meeting; minutes from the October 17, 2018 Committee of the Whole Meeting and Closed Session; minutes from the October 23, 2018 Personnel Subcommittee Meeting and Closed Session; investment reports for September and October 2018; monthly financial report for September and October 2018; ratification of accounts payable for September 25, 2018 to October 15, 2018; approval of accounts payable for October 16, 2018 to November 12, 2018; and authorization for the administration to prepare FY20 budget.

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 7 to 0.

OLD BUSINESS



Principal Search Update – Mrs. Kelly said the Board would like to take more time to communicate a robust plan and timeline for the principal search. Mrs. Kelly noted that the Board would look to schedule a Personnel Subcommittee meeting to further discuss the principal search plan. That meeting will take place at 4 p.m. on Nov. 15.

Discussion of Annual Report Publication – Dr. LeRoy noted that she would like to dig deeper into the annual report publication as well as the purpose of the communication. The report will be discussed at the next Communication Subcommittee meeting.

NEW BUSINESS

Discussion of and Potential Approval of Proposed 2019-2020 School Fee Schedule and Junior Kindergarten Tuition – Dr. LeRoy noted that she would like to keep fees consistent with junior kindergarten tuition. Based on community demand, the District is looking into the possibility of expanding the junior kindergarten program. School fees and athletic fees will also stay the same as they were during the SY17-18 school year.

Mrs. Donna Keller moved to approve the proposed 2019-2020 school fee schedule and junior kindergarten tuition. 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 7 to 0.

Potential Action to Accept the 2018 Estimate of Levy

Mr. Scott Wallace moved to accept the 2018 Estimate of Levy. 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 7 to 0.



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

542 Abbottsford Road • Kenilworth, IL 60043 • 847.256.5006 • kenilworth38.org

Discussion of and Potential Approval to Hire Mrs. Beth Rosenberg-Brewer as 1.0 FTE Instructional Assistant

Mrs. Melissa Ross moved to approve the hire of Mrs. Beth Resenberg-Brewer as 1.0 FTE Instructional Assistant. 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 7 to 0.

Discussion and Potential Approval FMLA Request(s) for Certified Employees – Dr. LeRoy noted that the District received two requests – one in 12 weeks a current FMLA for 4-5 weeks.

Mrs. Donna Keller moved to approve FMLA Requests for certified employees. 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 7 to 0.

OTHER BUSINESS

Mrs. Nelson asked if there would be an update on lunch/recess concerns. It was noted that the Administrative Cabinet would present on that topic with the educational delivery audit in December.

Mr. Gottschall noted that NSSD would be taking a team conference to Portland on teaching students with disabilities. Mr. Gottschall informed the board he would be attending that conference as well.

PUBLIC COMMENT

There was none.



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

542 Abbotsford Road • Kenilworth, IL 60043 • 847.256.5006 • kenilworth38.org

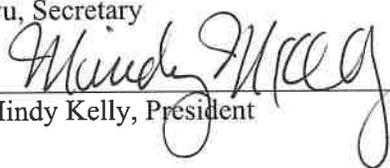
ADJOURNMENT

Mrs. Kelly entertained a motion to adjourn.

Mrs. Donna Keller moved to adjourn the meeting at 9:54 p.m. The motion was seconded by Mr. Scott Wallace.

The motion carried with all yeses. The meeting adjourned at 9:54 p.m.

Attest for Distribution: 
Chike Erokwu, Secretary

Approved: 
Mindy Kelly, President

ATTEST: 
Chike Erokwu, Secretary

