



**MINUTES FOR THE REGULAR MEETING OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS
THE 15TH DAY OF APRIL 2019**

The meeting was called to order by President Mindy Kelly at 5:06 p.m. Upon roll call, the following board members answered as being present: Mrs. Mindy Kelly, Mrs. Melissa Ross, Mrs. Suzanne Nelson, Mr. Scott Wallace, Mrs. Donna Keller and Mr. John Gottschall. Mrs. Danielle Boros was absent.

Also present were:

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

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

Mr. Scott Wallace moved to go into closed session to consider information related to specific employee matters, collective bargaining and 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 6 to 0 with one member absent.

The Board entered closed session at 5:06 p.m.

The Board returned to open session at 7:31 p.m.

Upon roll call, the following board members answered as being present: Mrs. Mindy Kelly, Mr. Scott Wallace, Mrs. Suzanne Nelson, Mrs. Donna Keller, Mrs. Melissa Ross and Mr. John Gottschall. Mrs. Danelle Boros was 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, Principal
Mr. Chike Erokwu, Board Secretary

Community: Approximately 20 members of The Joseph Sears School community

PUBLIC COMMENT

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

EDUCATIONAL

Discussion of Lunch/Recess Recommendation: Dr. Lisa Leali gave a presentation summarizing the Administration's review of student lunch time minutes afforded by the Master Schedule. In attempt to address the underlying issues behind community request for additional lunch minutes, a committee composed of teachers and administrators studied student movement and scheduling in addition to various factors that impact student anxiety. The committee endorsed the Administrative recommendation to retain the current 40-minute lunch period and find ways to embed additional breaks and movement into the school day.

Dr. Leali discussed the issue of student homework minutes in the context of better understanding and reducing student anxiety. Based on best practices and in keeping with research on student retention capacity, the Administration recommended a reduction of homework minutes at the junior high level. The recommendation was supported by a teacher committee selected to review the issue from multiple grade levels.

Mrs. Kelly called for a motion to endorse the adjustments to homework guidelines and the retention of the 40-minute lunch period as outlined in the lunch/recess recommendation memo.

Mrs. Suzanne Nelson moved to endorse the adjustments to the homework guidelines and the retention of the 40-minute lunch period as outlined in the lunch/recess recommendation memo. The motion was seconded by Mr. John Gottschall.

The motion carried with all yeases. One board member was absent.

ADMINISTRATIVE REPORTS

Freedom of Information Act Requests – Dr. LeRoy noted there was one FOIA request since the last board meeting. The request was responded to in a timely manner.

Superintendent's Report – Dr. LeRoy discussed the Board Reorganization Meeting, which has been scheduled for April 30. Dr. LeRoy also discussed the new board training and transitioning. Mrs. Kelly offered to attend the training on behalf of the current board to answer potential questions during the training.

Chief School Business Official's Report – Dr. LeRoy reviewed the financial statements and discussed the Master Facilities Plan. Board members inquired as to the specifics regarding the Educational Visioning Conference the Administration attended in the fall. Dr. LeRoy will follow up with a memo outlining details related to the Master Facilities Plan next month.



Principal’s Report – Dr. Haney reviewed the enrollment report. Enrollment stands at 480 students.

Director of Student Services Report -- Ms. Zuica Donev and Dr. Leali discussed the provision of extended school year programming for students. Dr. Leali noted that the District's Summer School program, "Summer Scholars," will provide pre-teaching and support to students over the summer. Additional information will be shared with families in the coming weeks.

Mrs. Suzanne Nelson moved to endorse the extended school year recommendations as outlined by the Administration. 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.

CONSENT AGENDA

Mrs. Mindy Kelly asked if there were any questions regarding 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 as amended to include approval of: minutes from the March 18, 2019 regular meeting and closed session, minutes from the April 1, 2019 Personnel Subcommittee meeting and closed session, monthly financial report for March 2019, investment reports for March 2019, accounts payable for March 19, 2019 to April 15, 2019, resolution of non- renewal of non-tenured certified personnel, release of select closed session minutes.

The motion was seconded by Mrs. Donna Keller.

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

Potential Adoption of New Board Policy 6:135 Students – Accelerated Placement –

Mr. John Gottschall moved to approve the new board policy 6:135 Students – Accelerated Placement. The motion was seconded by Mrs. Suzanne Nelson. The motion carried with all yeases and one member absent.

Potential Adoption of New Board Policy 5:52 Personnel – Leaves for Military Service – Mrs. Kelly noted that the Board is looking to finalize the interpretation of the administrative procedures corresponding to Policy 5:52.

Mr. Scott Wallace moved to approve the new board policy 5:52 Personnel – Leaves for Military Service. The motion was seconded by Mrs. Suzanne Nelson. The motion carried with all yeases and one member absent.

Potential Adoption of Revisions to Board Policy 7:60 Students – Student Residency – Board members discussed the revisions to the student residency policy. The word “initial” will be included before the term “annual registration” to further clarify the policy. Board members also discussed student residency as it relates to 8th grade students.

Mr. John Gottschall moved to approve revisions to Board Policy 7:60 Students – Student Residency. The motion was seconded by Mr. Scott Wallace. The motion carried with all yeases and one member absent.

Presentation of 2018-2019 School Climate Survey – Mrs. Kelly gave a presentation summarizing the Faculty/Staff School Climate Survey. Mrs. Kelly noted that the Board has drawn several conclusions from the survey:

1. Listen and dialogue
2. Commit to making meaningful improvement
3. Improve communication between stakeholders
4. Clarify and define administrative roles and responsibilities
5. Adapt building structure to enhance overall climate

The faculty and staff survey results will be shared in the coming weeks.

Discussion of and Potential Action to Authorize Distribution of end of Year Parent Survey – Mr. Erokwu noted that the annual parent survey will be distributed to Sears families in May. Survey questions will be reviewed by the Communications Subcommittee.

Discussion of and Potential Approval of Kenilworth School District No. 38 Strategic Plan – The Strategic Plan Subcommittee gave a presentation on revision to the strategic plan. The proposed strategic plan elements are as follows:

Vision Statement: All students prepared to advance and thrive, now and into the future.

Mission Statement: The Joseph Sears School delivers a personalized educational experience that empowers and challenges each student to grow academically and develop personally.

Guiding Principles: We make learning personal, We support the whole student, We embrace continuous growth and improvement, We are a connected community, We prioritize four core competencies: curiosity, creativity, courage and compassion



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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

Strategic Priorities, The Sears Student, The Sears Educator, The Sears Community and The Sears Finances and Operation
Portrait of a Sears Graduate: Fearless Learner, Creative Thinker, Courageous Advocate, Compassionate Citizen

Mrs. Donna Keller moved to approve the strategic plan. The motion was seconded by Mr. Scott Wallace. The motion carried with all yeases and one member absent.

Village House Project Update – The Village House Fundraiser will take place on May 4. Board members discussed progress on community fundraising.

NEW BUSINESS

Discussion of and Potential Approval of Resolution Expressing the Intent to Provide Matching Funds for the 2019 Invest in Cook Bike Path Project – Dr. LeRoy noted that Village entities would commit to sharing the costs of a potential matching grant that would go toward funding the Green Bay Trail Completion Project. The District would pay approximately \$38,000 provided the grant is issued.

Mr. John Gottschall moved to approve the resolution expressing intent to provide matching funds for the 2019 Invest in Cook Bike Path Project. 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.

Discussion of and Potential Approval of 2019-2020 Salary Recommendations for 12-Month, Non-Classified Personnel – Dr. LeRoy noted that she is asking for up to 3.3 percent increase for support staff based on merit.

Mr. Scott Wallace moved to approve 2019-2020 salary recommendations for 12-mont, non-classified personnel. 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			



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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

Mrs. Melissa Ross

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

Discussion of and Potential Approval of Recommendation to Hire Ms. Geory Lieske as 1.0 FTE Long-Term Instructional Assistant – Ms. Donev noted that Ms. Lieske comes to the District highly recommended. Ms. Donev noted she is excited to have Ms. Lieske join the District.

Mrs. Melissa Ross moved to approve the recommendation to hire Ms. Geory Lieske as 1.0 FTE Long-Term Instructional Assistant. The motion was seconded by Mrs. Donna Keller.

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 Acceptance of Resignation Request for Mrs. Karen Burriesci – Ms. Donev noted that Mrs. Burriesci has accepted a teaching position within a different school district.

Mrs. Donna Keller moved to approve the resignation request for Mrs. Karen Burriesci. 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.

Discussion of and Potential Acceptance of Resignation Request for Mr. Tyler Heidtke – Dr. Haney noted that Mr. Heidtke has taken a job at Francis Parker School in Chicago.

Mrs. Donna Keller moved to accept the resignation request from Mr. Tyler Heidtke. The motion was seconded by Mrs. Melissa Ross.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
------------	-----------	---------------	----------------



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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

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 Acceptance of Resignation Request from Mrs. Marcy Seiler – Dr. Haney note that Mrs. Seiler has submitted her request for resignation.

Mr. John Gottschall moved to accept the resignation request from Mrs. Marcy Seiler. 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.

Discussion of and Potential Action to Amend Employment Contract for Dr. Crystal LeRoy, Superintendent/CSBO – Mrs. Nelson noted that the Superintendent’s contract will be amended to include compensation for years 2-3.

Mrs. Suzanne Nelson moved to amend the employment contract for Dr. Crystal LeRoy. 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.

OTHER BUSINESS



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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

There was none

PUBLIC COMMENT

Mrs. Kelly invited public comment. Mrs. Kelly thanked the outgoing board members for their service to the board and thanked oncoming board members for their commitment to the District.

ADJOURNMENT

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

Mrs. Donna Keller moved to adjourn the meeting. The motion was seconded by Mr. Scott Wallace.

~~The motion carried with all yeases and one member absent.~~

The meeting adjourned at 10:02 p.m.

Attest for Distribution:

Chike Erokwu
Chike Erokwu, Secretary

Approved:

Melinda M. Kelly
Mindy Kelly, President

ATTEST:

Chike Erokwu
Chike Erokwu, Secretary