



**MINUTES FOR THE SPECIAL MEETING OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS
THE 29TH DAY OF MAY 2019**

President Mr. Evan Lukasik called the meeting to order at 7:02 p.m. Upon roll call, the following board members answered as being present: Mr. John Gottschall, Mr. Evan Lukasik, Mrs. Suzanne Nelson, Mrs. Mia Casey Sachs and Mr. Andrew Stone. Dr. Lisa Metzger-Mugg arrived 7:08 p.m. during closed session.

Mr. Evan Lukasik called for a motion to go into closed session to consider information related to specific employee matters.

Mr. John Gottschall moved to go into closed session to consider information related to specific employee matters. Mr. Andrew Stone seconded the motion.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. John Gottschall			
Mr. Evan Lukasik			
Mrs. Suzanne Nelson			
		Dr. Lisa Metzger-Mugg	
Mrs. Mia Casey-Sachs			
Mr. Andrew Stone			

The motion carried with a vote of 5 to 0 with one member absent.

The Board entered closed session at 7:05 p.m.

The Board returned to open session at 8:43 p.m.

Upon roll call, the following board members answered as being present: Mr. John Gottschall, Mr. Evan Lukasik, Mrs. Suzanne Nelson, Dr. Lisa Metzger-Mugg, Mrs. Mia Casey Sachs, and Mr. Andrew Stone.

Also in attendance were:

Mrs. Julie M. Campanaro, Secretary

Community: Mrs. Blythe Szafoni, Mrs. Kathleen Sheridan, Mrs. Sarah Halack, Mrs. Hilary Kallop, Mrs. Bridget Pennise, Mrs. Caryn Friedman, Mrs. Julie Ruck, Mr. Jack Kelly, Mr. Michael Judy, Mrs. Libby Graham, Mr. George Kocalis, Mrs. Marjorie Bransfield, Miss Astor Schmieding, Miss Lucca Schmieding, and Mrs. Katie White.

PUBLIC COMMENT

Mr. Evan Lukasik invited public comment. There was none.

Mr. Lukasik remarked on the inspiring eighth grade showcase, which he had just come from. He wanted to take a moment to remind ourselves that there are many wonderful things happening at The Joseph Sears School and it is a very special place.



OLD BUSINESS

Discussion of Principal Search Process – To begin the discussion Mr. Lukasik reiterated the four main key objectives of the Board during the search process;

- Maintaining excellence in operations in the short term
- Seeking to understand and resolve factors related to continuous administrative turnover, thoughtfully evaluating our organization and our organizational structure.
- Conducting a thorough search to find the best possible principal solution for the long term
- Remaining as transparent as possible through the Search Process

He recapped what had occurred since the last Board meeting noting the Board has been reaching out to the teachers and community to come up with the best possible solution for filling the principal vacancy for our students, faculty and community.

Mr. Lukasik invited the Board members to offer their thoughts and ideas for how they believe the search should be conducted.

Dr. Metzger-Mugg opened the discussion with her thoughts noting that the district had immediate needs and long term needs. In the long term, we need to take time to examine the systemic issues contributing to high principal turnover and determine the best organizational structure for stability and increased effectiveness in the future. There is an immediate need to find an interim principal, and to try to maintain stability and retain faculty and administrators. It would make sense to engage a search firm to run an expeditious interim principal search while we examine factors leading to administrative turnover and other concerns. Additionally, she noted that she believed that there is a potential for strong internal candidates, but it has not yet been fully explored and should be included as part of the search process.

Mrs. Nelson agreed with the suggestion that the Board consider using an independent search firm to assist in the selection process but also perhaps to assist the Board with their exploration of systemic issues. While it would be advantageous to utilize one firm for both processes, it was possible another independent consultant might be used. She suggested that a smaller group of BOE members participate in the interviews with potential search firms.

The Board discussed additional ideas about ways to find excellent interim principal candidates, ranging from using internal candidates to utilizing retired principals as a team to bring needed experience to the schoolhouse. There were mixed feelings about the best way to find a principal for the interim.

The Board discussed who would comprise the selection committee. It was the consensus that a cross section of, faculty, community, administration and Board members would create a strong well –rounded selection committee. It was suggested that in order for all of the Board members to make an informed decision, the final candidate would meet for a Q&A with all of the Board members before the selection is made.

It was agreed that the Board had an imperative to start interviewing search firms as quickly as possible. It was recommended that the Personnel Committee members conduct the interviews. If any Board member wished to participate, they could do so. Mr. Gottschall suggested that a series of questions be prepared to be used while interviewing each firm to ensure a fair comparison. One set of questions compiled in advance and another set of questions not given in advance to the firms.



Due to the urgency to move forward, the Board discussed and agreed that they would hold the first interviews by early next week if possible. Mrs. Nelson offered to reach out to the firms the Board would like to interview and set up a schedule.

Returning to the topic, Mr. Evan Lukasik inquired about how the interested internal candidates would be contacted. He stated he would follow up with Dr. Crystal LeRoy for information on how that would be conducted. The Board also wanted a list of requirements that a candidate would need to be considered qualified. (i.e. licensure, skill set) and it was strongly urged that when interviewing and considering candidates the job description should be reviewed to inform those interviewing what a possible candidate would need to qualify for consideration.

NEW BUSINESS

There was none.

PUBLIC COMMENT

Mr. Lukasik invited public comment.

Mr. Tim Simonds (211 Abingdon Ave. Kenilworth) made a recommendation regarding considering a specific search firm that is highly respected as one of the firms to be interviewed. He also wanted the Board to be more transparent and encouraged them to send out timely communications whenever meetings are scheduled to allow interested parties to be able to attend.

Ms. Caryn Friedman (faculty member) recommended that the Board consider carefully their long-term goals and be thoughtful when considering principal/administrative structure changes. She stated that historically having an elementary and a junior high principal has proven to be a good structure. She felt that having a principal that understands the elementary grade level and another who understands junior high well, allows each to advocate best because of their understanding and skill set. She also wanted the Board to be aware that not every principal who has left has done so because of systemic issues in the district. Several have resigned due to personal health and life issues.

Mrs. Katie White (721 Kent Road, Kenilworth) encouraged the Board to take advantage of the information previously gathered by other selection committees. She welcomed new input from other stakeholders but was hopeful the Board could effectively utilize the information previously gathered at some cost to the district.

Ms. Marjorie Bransfield (748 MacLean Ave. Kenilworth) wanted the Board to consider taking a slower approach to the search. She encouraged the Board not to rush through in making this important selection and take advantage of any strong internal candidates who already know the culture and the good and the bad. She promoted a more holistic approach in making a decision. One that would benefit all of the stakeholders.

Mr. George Kocalis (711 Kent Road, Kenilworth) asked the Board to reach out to any known internal candidates. Let them know they would be supported. The past years have been difficult, discouraging interest in applying. He noted there might be an exceptional candidate who just needs to be encouraged to step forward.

There was no additional public comment.



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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Mr. Lukasik entertained a motion to return to closed session to consider information regarding specific employee matters.

Mrs. Suzanne Nelson so moved to return to closed session and the motion was seconded by Mr. John Gottschall.

The motion passed and the Board returned to closed session at 9:37 p.m.

The Board returned to open session at 11:20 p.m.

ADJOURNMENT

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

Mr. John Gottschall moved to adjourn the meeting at 11:21 p.m. Mr. Andrew Stone seconded the motion.

The motion passed and the meeting adjourned at 11:21 p.m.

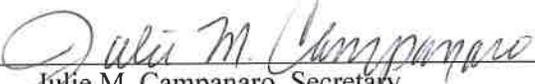
Attest for Distribution:


Julie M. Campanaro, Secretary

Approved:


Mr. Evan Lukasik, President

ATTEST:


Julie M. Campanaro, Secretary