



**MINUTES OF SPECIAL MEETING OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS
THE 13TH DAY OF JULY 2020**

President, Mr. Evan Lukasik, called the meeting to order at 11:03 a.m. Upon Roll Call, the following Board members answered as being present: Mr. Evan Lukasik, Mr. John Gottschall, Mrs. Mia Casey Sachs, Mr. Bill Graham, and Mr. Andrew Stone. Dr. Lisa Metzger-Mugg and Mr. Stephen N. Potter participated via telephone.

Also in attendance were: Ms. Kate Donegan, Superintendent, Mrs. Julie M. Campanaro, Board Secretary Pro Tempore and Ms. Dee Molinare, from the Illinois Association of School Boards (IASB)

PUBLIC COMMENT

There was no Public Comment

CLOSED SESSION TO CONDUCT SELF EVALUATION, PRACTICES AND PROCEDURES OR PROFESSIONAL ETHICS, WHEN MEETING WITH A REPRESENTATIVE OF A STATEWIDE ASSOCIATION OF WHICH THE PUBLIC BODY IS A MEMBER, TO CONSIDER INFORMATION REGARDING THE EMPLOYMENT OF EMPLOYEES AND COLLECTIVE BARGAINING

Mr. Lukasik entertained a motion to go into closed session.

Mr. Andrew Stone moved to go into Closed Session at 11:05 a.m. to To Conduct Self Evaluation, Practices and Procedures or Professional Ethics, When Meeting with a Representative of a Statewide Association of Which the Public Body is a Member, to Consider Information Regarding the Employment of Employees and Collective Bargaining. Mr. John Gottschall seconded the motion.

The Board returned to Open Session at 1:45 p.m. The following Board members answered as being present: Mr. Evan Lukasik, Mr. John Gottschall, Mrs. Mia Casey Sachs, Mr. Bill Graham, and Mr. Andrew Stone. Dr. Lisa Metzger-Mugg and Mr. Stephen N. Potter participated via telephone.

Also in Attendance were Ms. Kate Donegan, Superintendent, and Mrs. Julie M. Campanaro, Board Secretary Pro Tempore.

Mr. Evan Lukasik stated that it had been determined that discussions previously scheduled as part of the Closed Session would be held in Open Session as part of New Business and the Board would not be returning to Closed session.

NEW BUSINESS



Discussion on Committee Structure

Ms. Donegan led the discussion on the change in Board Committee structure. In an effort to be more efficient and productive, she recommended the Board consider the combining of some current standing Committees. She recommended the Building and Finance Committee absorb the Personnel Committee, as the purviews of both overlap. She recommended the Education Committee and the Communications Committee be disbanded but business and presentations normally conducted during these meetings should be conducted instead in a Regular Board meeting, during Open Session. The only remaining standing committees would be the Building & Finance Committee, the Board Policy Committee and the Behavioral Intervention Committee (formerly Discipline and Ethics). This last committee is required for state compliance. The Board discussed the benefits and disadvantages of the proposed new structure. They noted that going to this condensed structure would allow more involvement by the full Board creating opportunities for more informed decisions. The fewer committees would also mean fewer meetings for all to attend.

The Board determined that liaisons could be appointed to conduct background work and data gathering and assist as needed with the creation of presentations. It was noted that this is different from the previous years when Board Committee of the Whole meetings were held. The structure was intended to make the Board meetings more productive, but conversely, often evolved into lengthy full Board meetings. It was suggested that the Education Committee discussions could be part of some of the JSSPVA meetings for community input. Mrs. Casey-Sachs suggested that utilizing experts in survey creation and data collection could do the enormous amount of work that had been done by the Communications Committee more efficiently and better.

Ms. Donegan suggested having presentations that might have been done during the disbanded committee meetings, be held at Board meetings in alignment with the Board's annual calendar and Strategic Plan. Some presentations would naturally lend themselves to being conducted at Board meetings, with the full Board and possible community members attending. Board members suggested that the change in committee structure could be beneficial but it emphasized that the Board would need to be continually vigilant about transparency.

Mr. Lukasik asked for volunteers for the liaison positions. He also invited members to volunteer as members of the remaining committees. The following was determined with some vacancies not yet filled.

Committee Members

Building and Finance Committee

Mr. Stephen N. Potter (Chairperson)
Mrs. Mia Casey Sachs and
Mr. John Gottschall

Board Policy Committee

Mr. Andrew Stone (Chairperson),
Mr. John Gottschall and
Mr. Bill Graham

Behavioral Intervention Committee

Mrs. Mia Casey-Sachs and
Dr. Lisa Metzger – Mugg



(One unfilled position)

Liaisons

Communications Liaison – Mrs. Mia Casey Sachs

Personnel Liaison – This was not filled but there will be some Board members participating in the Collective Bargaining process that might naturally fill the vacancy.

Education Liaison – Dr. Lisa Metzger-Mugg

The Board concluded the new committee structure would be voted on at the next Regular Board meeting.

Discussion of the Annual Report

The Board discussed the next steps for an annual report. Mrs. Casey Sachs gave background information on the Annual Report. She stated that one had not been done for at least two years though there had been attempts to get it under way. It was then set aside until the new administrative team was in place. The Board reviewed the possible content to include, financials, introductions (Bios) on new administrators and faculty, recognition of retirees and graduates from 2020, and the master facilities plan. The Board discussed the possibility of doing quarterly or trimester reports, with some of these topics and with community spotlight stories. The first publication could address the state of the district and related topics that would normally be covered in an annual report but would not be as intensive. The Board acknowledged that in the absence of information, rumor and innuendo spread and they expressed their intention to be transparent at all times and communicate effectively. It is best to keep the community informed frequently and these quarterly or trimester reports could provide that information. The ideal time for the first issue was discussed but not definitively decided but it was recommended that publication take place as soon as practical. Ms. Donegan will coordinate this effort.

Review of Negotiations/Collective Bargaining

Ms. Kate Donegan opened a discussion on plans for the upcoming collective bargaining process. She was looking forward to working through this process with the Board and the KEA representatives. It was not determined at this time, which Board members would be most integrally involved in the negotiations but all agreed that the full Board should be fully apprised on the negotiations. As part of the upcoming Board policy review, the committee would be considering class size and reducing expenses, which could factor into negotiations. There was a desire to integrate portions of the teacher handbook into the contract itself during negotiations. Ms. Donegan was asked about the possibility of the Return to Learning plan becoming a part of the collective bargaining. She felt based on her discussions to date with the Kenilworth Educators Association (KEA) this was not going to be introduced into the negotiations. The Board asked Ms. Donegan for some additional financial sources of information for the negotiating process. The Board concluded their discussion and expressed their full support of an open and honest process founded in goodwill and trust.

The Joseph Sears School Name Change

A Board member inquired about the status of the petition for a name change for the Joseph Sears School. Mr. Lukasik brought the Board up to date noting that invitations were going out to a cross section of stakeholders inviting them to participate in an advisory group later in the week. The District was sent historical information from the Kenilworth Historical Society and the petitioners were asked to provide



the formal petitions and the information they had gathered. After reviewing all facts carefully, the Board of Education will hold a community forum. The process will be entirely transparent and robust before any decisions are made by the Board of Education. Mr. Lukasik emphasized that the advisory group would not be asked to make a recommendation on the name change. Mrs. Casey-Sachs suggested that the Board work with the Communications Coordinator to provide timely and meaningful information throughout the whole process to the community and media.

Update on In-Person Fall Learning

Ms. Kate Donegan gave a presentation on a draft of the plan to Return to Learning. She noted that the plan selected was what the administration felt would be the best model for continued learning and thanked the problem solving team for the hours of work that went into creating the plan. The plan is designed to reduce exposure, minimize impact on learning and reduce absences. There will be some remote learning and in person learning. She outlined plans for grade level teaching teams with specials and student services teachers spread over each team. Each grade level team or “Pod” will designate a teacher to focus on remote learning for those students who cannot return to in person learning but this assignment may fluctuate among teachers on the team. The expectation would be teachers and instructional staff will be onsite and appropriate personal protective equipment (PPE) would be required by the district. The teachers would be traveling within their grade level “Pods” only.

The plan will require the District to amend their 2020-2021 school calendar with school starting for teachers earlier on August 17 and students returning to instruction on August 24. The first days for teachers will be to provide professional development to support the new learning plan. There will be no days off except Memorial Day, Labor Day and Voting Day. This last is a new Holiday mandated by the state this year. The school day would be 8:10 a.m.-1:10 p.m. for students. There would be no lunchtime but snack time will be planned along with movement breaks. The teachers would engage in committee meetings, grade level articulation and some remote learning from 1:50 p.m. to 3:15 p.m. The plan requires that Parent/Teacher conferences be held virtually through Zoom meetings in February and October and will be spread over the course of a week.

Ms. Donegan responded to questions from the board members regarding safety at arrival and dismissal and the use of a few parent volunteers who will be restricted by the same strict guidelines as teachers and staff for a safe environment. The hope with this schedule and the use of “Pods” is that this will reduce exposure for everyone. There was a question pertaining to the continuation of after school Cubs Care by the Park District. Ms. Donegan noted this was still under review. She assured Board members that the same number of instructional minutes will be devoted to core subjects and she would work with the Problem Solving team to look into a potential way to offer band and orchestra.

Ms. Donegan concluded with outlining plans for offering multiple opportunities for faculty, staff, and community members to have their questions answered. The administrative team will host a faculty/staff meeting virtually to roll the plan out to them on July 15 and a *Second Cup of Coffee* on July 20 at 10:00 a.m. for parents and community members. Ms. Donegan was proud of the work accomplished and expressed her gratitude again for those of the Remote Learning Steering Committee.

ADJOURNMENT

There being no further business Mr. Lukasik entertained a motion to adjourn the meeting at 4:40 p.m.



THE JOSEPH SEARS SCHOOL
Kenilworth School District No. 38 Board of Education

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

Mr. John Gottschall moved to adjourn the meeting at 4:40 p.m. Mrs. Mia Casey Sachs seconded the motion.

The motion carried with all yeses.

The meeting adjourned at 4:40 p.m.

Attest for Distribution: DocuSigned by:
Julie M. Campanaro
3FA108DC9EBE466
Julie M. Campanaro, Board Secretary Pro Tempore

Approved: DocuSigned by:
Evan Lukasik
AD09858A71AD4EC...
Mr. Evan Lukasik, Board President

ATTEST: DocuSigned by:
Julie M. Campanaro
3FA108DC9EBE466
Julie M. Campanaro, Board Secretary Pro Tempore