



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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**MINUTES OF A MEETING OF THE
COMMUNICATIONS COMMITTEE OF THE BOARD OF EDUCATION
KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS
MAY 7, 2020**

The Communications Committee of the Board of Education of Kenilworth School District No. 38, Cook County, Illinois, met on the 7th day of May, 2020, at 1:00 p.m. via Zoom as a Stay-at-Home state order did not allow the meeting to happen in person.

Mrs. Mia Casey Sachs called the meeting to order at 1:02 p.m. Upon roll call, the following Board of Education Members answered as being present: Mr. Evan Lukasik, Mr. Stephen Potter.

Also, present were Dr. Lisa Leali, Superintendent; Ms. Kate Donegan, incoming Superintendent; Mrs. Deborah Keegan, Communications Coordinator.

PUBLIC COMMENT

Mrs. Mia Casey Sachs invited public comment. There was none.

MINUTES

Approved Communications Committee Meeting Minutes from April 22, 2020. They will be added to the Board of Education packet for May 18, 2020.

OLD BUSINESS

Discussion of Staff Survey summary and presentation

The summary and presentation on the Staff Survey were reviewed and approved to be put in the Public Packet for the May 18, 2020 Board of Education meeting where Mrs. Mia Casey-Sachs will present the findings. Dr. Lisa Leali will provide the data to the KEA representatives prior to the Board of Education meeting.

Discussion of Parent Survey question considerations, timeline, incentive

The committee reviewed the finalized Annual Parent Survey questions, and outlined the timeline to send and receive the survey. It will be offered from May 13- May 25. Ms. Donegan highlighted questions from the previous annual Parent survey that would be the most important for her assessment of the school culture and climate for next year. Those highlighted questions, along with the additional questions the Board included, will minimize the Parent survey length this year. In previous years there was a classroom pizza party incentive for taking the survey, this year it is not possible due to students being in remote learning. The Remote Learning Steering Committee survey that is specific to the remote learning experience since March 2020 will be sent out May 26, 2020, and the email with the Annual Parent Survey will emphasize that so that parents know there are two survey's back-to-back.

Discussion on the summary of the Visioning Sessions

Ms. Keegan has additional updates to add to the Master Facilities Plan 'Vision Sears' web page that includes The Joseph Sears School Visioning Sessions Summary results. Dr. Leali will send out the survey and Zoom meeting opportunities with New Vista Design and DLA Architects to get more specific information and input from faculty and staff. It will outline next steps:

Faculty and Staff Visioning Survey due May 13



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Faculty and Staff grade-level optional Visioning Sessions:

- Monday, May 18, JK-Second Grade, 2:00 – 4:30 p.m.
- Tuesday, May 19, Specials: Related Arts/PE, 2:00 – 4:30 p.m.
- Friday, May 22, Sixth-Eighth Grade, 1:00 – 3:30 p.m.
- Wednesday, May 27, Third-Fifth Grade, 2:00 – 4:30 p.m.

Bubble Diagram Process with the Educational Leadership Team (late May)

Remote Learning communication strategies through the end of the year

Dr. Leali updated the Communications Committee on the progress of the Remote Learning Steering Committee (RLSC). The RLSC will be is drafting a communication to go out on May 8 that will outline dates when we plan to present information on happenings for the remainder of the year. Some of these dates include changes to the school calendar, report cards, procedures for picking up personal belongings, summer school programming, and eighth-grade graduation. The RLSC is also finalizing the Remote Learning Survey questions.

NEW BUSINESS

Teacher Appreciation video

Mr. Lukasik will be creating a short video from the Board in appreciation of the teachers and all their hard work and efforts in this challenging time. Dr. Leali will email it to faculty and staff later this week.

Board of Education web page updates

Mrs. Keegan will update the Board web page and remove Mrs. Nelson, and indicate the procedures for filling a board vacancy.

PUBLIC COMMENT

There was none.

ADJOURNMENT

Mrs. Mia Casey Sachs moved to adjourn the meeting at 2:09 p.m. The motion was seconded by Mr. Evan Lukasik.

Attest for Distribution: DocuSigned by:
Julie M. Campanaro
Julie Campanaro, Secretary

Approved: DocuSigned by:
Mia Casey Sachs
Mia Casey Sachs, Committee Chairperson

ATTEST: DocuSigned by:
Julie M. Campanaro
Julie Campanaro, Secretary