



MINUTES OF AN OPEN SESSION REGULAR MEETING OF THE BOARD OF EDUCATION, KENILWORTH SCHOOL DISTRICT No. 38, COOK COUNTY, ILLINOIS; HELD IN THE CAFENASIUM AT THE JOSEPH SEARS SCHOOL, 542 ABBOTSFORD ROAD, KENILWORTH, ILLINOIS, AT 6:00 P.M. ON THE 12TH DAY OF AUGUST 2024.

President Paul Anderson called the meeting to order at 6:07 p.m. Upon Roll Call, the following Board members answered as present: Mr. Paul Anderson, Ms. Lisa Graham, Mr. Eric Hayes, Mr. Ashish Kaura (arrived at 6:44 p.m.), Mr. Steve Potter, and Ms. Kate Tarbert.

The following members were absent: Mr. Bill Graham.

Also present were Ms. Kate Donegan, Superintendent; Mr. Nathan McBride, Chief Operating Officer; and Ms. Rachel White, Recording Secretary.

ADJOURN TO CLOSED SESSION FOR CONSIDERATION OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES; COLLECTIVE NEGOTIATING MATTERS; AND STUDENT DISCIPLINARY CASES [5 ILCS 120/2(C) (1, 2, 9)]

Mr. Anderson entertained a motion to go into closed session for consideration of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiating matters; and student disciplinary cases [5 ILCS 120/2(c) (1, 2, 9)].

A motion was made by Mr. Potter, seconded by Ms. Graham, to go into Closed Session at 6:08 p.m. The motion carried with a voice vote of 5 to 0.

RECONVENE OPEN SESSION

The Board returned to open session at 7:14 p.m.

Upon Roll Call, the following Board members answered as present: Mr. Paul Anderson, Ms. Lisa Graham, Mr. Eric Hayes, Mr. Ashish Kaura (arrived at 6:44 p.m.), Mr. Steve Potter, and Ms. Kate Tarbert.

The following members were absent: Mr. Bill Graham.

Also present were Ms. Kate Donegan, Superintendent; Dr. Joe Bailey, Business Manager; Dr. Stephanie Helfand, Principal; Mr. Nathan McBride, Chief Operating Officer; and Ms. Rachel White, Recording Secretary.



PUBLIC COMMENT

Ms. Cathey Quigley, a District 38 teacher, expressed her gratitude to the Board of Education, administration, and her colleagues for finalizing a contract before the start of the school year. She also extended her thanks to all the staff who worked diligently over the summer to ensure that everyone was well-prepared for the upcoming school year.

CORRESPONDENCE

Freedom of Information Act Requests

Ms. Donegan reported that there had been one FOIA request since the last meeting on June 17, 2024.

- Klewin, T: Suspension totals and documents from the 2020 through 2023 school years. Received on July 3, 2024. Responded to on July 10, 2024, advising a five-day extension. Final Response on July 18, 2024.

INFORMATION ITEMS

Enrollment Report

Superintendent Kate Donegan shared the enrollment/class size report for the 2024-2025 school year. She explained that the report and demographic data would help the District determine areas most impacted by projected growth or decline and provide insight into the District's long-term needs.

Business Office Update

Chief Operating Officer Nate McBride announced the successful closure of the 2024 fiscal year by the Business Office and shared that preparations are underway for the upcoming audit. He noted that the audit is scheduled for the week of August 19, 2024, and that the findings will be presented to the Board upon completion.

Mr. McBride also provided an update on Phase III of the Master Facilities Plan, confirming that construction is progressing as planned and is set to be completed before the new school year begins.

In his final update, Mr. McBride reported on the many technology initiatives, noting that the technology team has been diligently upgrading the district's infrastructure. This includes replacing the network core switch and installing new security cameras throughout the schoolhouse.



Building Report

Principal Dr. Stephanie Helfand recapped several key events that had occurred since the last regular meeting, notably welcoming Mr. Geoff Perlman as the new Assistant Principal of The Joseph Sears School. She thanked the Kenilworth Police Department, the JSSPVA, and the Kenilworth Park District for their invaluable support during the interview process.

Dr. Helfand also reported the success of the District's optional in-person Residency Confirmation Day, held on July 30th, which nearly 50 families attended.

TrueNorth Update

Ms. Donegan reported that there had not been a TrueNorth meeting since the last regular meeting in June but that she would have an update at the September meeting.

ED-RED Update

Mr. Anderson stated that there was no Ed-Red update this month.

JSSPVA Update

Ms. Tarbert provided an update on the numerous initiatives currently underway at JSSPVA. She emphasized that the JSSPVA will utilize the District's ParentSquare platform for communications, distributing permission slips, selling spirit wear, and other purposes. Additionally, she reported that the construction of Cornerstone Courtyard featuring Chill Hill is nearing completion, with a dedication ceremony planned for the first day of school.

Budget Presentation

Mr. McBride presented the tentative FY25 budget. He reported that the budget for the 2025 fiscal year was designed to align with the District's strategic plan and addresses critical areas, including the staffing plan, strategic alignment with the *Portrait of a Sears Graduate*, the Master Facilities Plan, technology and building security, student services, and professional development. He stated that a public hearing for the FY25 budget approval is scheduled for September 23, 2024, at the Regular Board of Education meeting.



BOARD COMMITTEE REPORTS

Building and Finance Committee Report

Ms. Graham reported that a Building and Finance Committee meeting was held on August 1, 2024, where the Committee received an update from Steve Wright from DLA Architects regarding Phase II and Phase III of the Master Facilities Plan. She stated that the administration is closely tracking the progress of Phase II punch list items to ensure completion before the start of the school year. Phase III work is progressing as planned and on track to be completed before the new school year begins.

Ms. Graham also reported that the Committee received a thorough presentation on the FY25 budget.

Board Policy Committee

Mr. Hayes stated that the Policy Committee had not met since the last regular meeting but that the Board would be having a final reading and taking action on several policies later in the meeting.

NEW BUSINESS

Approval of the Collective Bargaining Agreement between the Board of Education of Kenilworth School District No. 38 and the Kenilworth Education Association, IEA-NEA

Mr. Anderson entertained a motion to approve the five-year Collective Bargaining Agreement between the Board of Education of Kenilworth School District No. 38 and the Kenilworth Education Association, which is to run from August 2024 to the day before the first day of the 2029-2030 school year.

A motion was made by Ms. Graham, seconded by Mr. Hayes, to approve the Collective Bargaining Agreement as presented.

The motion passed with a roll call vote of 6 to 0.

Approval of a One-Year Contract for the Dean of Students

Mr. Anderson entertained a motion to approve the one-year contract for the Dean of Students, effective July 1, 2024.

A motion was made by Ms. Tarbert, seconded by Mr. Hayes, to approve the one-year contract for the Dean of Students as presented.



The motion passed with a roll call vote of 6 to 0.

Approval of Salary Increases for the Following Positions: Chief Operating Officer, Director of Building and Grounds, Director of Student Services, Principal, and Superintendent

Mr. Anderson entertained a motion to approve the recommended salary increases for the administration, including the Chief Operating Officer, Director of Building and Grounds, Director of Student Services, Principal, and Superintendent.

A motion was made by Ms. Tarbert, seconded by Ms. Graham, to approve the salary increases as presented.

The motion passed with a roll call vote of 6 to 0.

Approval of Kenilworth District 38 Board of Education-Superintendent Expectations and Protocols

Mr. Anderson entertained a motion to approve the Board of Education-Superintendent Expectations and Protocols, as discussed at the July 22, 2024 Board Governance Review.

A motion was made by Mr. Potter, seconded by Mr. Hayes, to approve the Board of Education-Superintendent Expectations and Protocols.

The motion passed with a roll call vote of 6 to 0.

Discussion of the 2024-2025 Board of Education Business Calendar

Ms. Donegan shared that each year, the administrative team develops a calendar outlining board meeting business, discussions, presentations, and action items for the upcoming year. She briefly reviewed the calendar with the Board and encouraged them to contact her with any suggestions or questions.

ONGOING BUSINESS

Final Reading and Adoption of Recommended School Board Policy Updates

Mr. Anderson entertained a motion to approve the recommended school board policy updates.

A motion was made by Ms. Tarbert, seconded by Mr. Potter, to adopt the recommended school board policy updates as presented.

The motion passed with a vote of 6 to 0.



Section 2 - Board of Education

- 2:70 - Vacancies on the Board of Education-
- 2:125 - Board Member Compensation; Expenses
- 2:160 - Board Attorney
- 2:260 - Uniform Grievance Procedure

Section 4 - Operational Services

- 4:15 - Identity Protection
- 4:70 - Resource Conservation
- 4:80 - Accounting and Audits

Section 5 - Personnel

- 5:10 - Equal Employment Opportunity and Minority Recruitment
- 5:20 - Workplace Harassment Prohibited
- 5:130 - Responsibilities Concerning Internal Information
- 5:180 - Temporary Illness or Temporary Incapacity
- 5:200 - Terms and Conditions of Employment and Dismissal
- 5:290 - Employment Termination and Suspensions

Section 6 - Instruction

- 6:110 - Programs for Students at Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program
- 6:140 - Education of Homeless Children
- 6:150 - Home and Hospital Instruction
- 6:250 - Community Resource Persons and Volunteers

Section 7 - Students

- 7:20 - Harassment of Students Prohibited
- 7:170 - Vandalism
- 7:180 - Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:190 - Student Behavior

CONSENT AGENDA

Mr. Anderson asked if there were any comments or questions regarding the Consent Agenda items. Without comment, he entertained a motion to approve the Consent Agenda as presented.

A motion was made by Mr. Potter, seconded by Mr. Kaura, to approve the Consent Agenda as presented. The motion passed with a roll call vote of 6 to 0.

Included in the Consent Agenda are the following:

- Open Session Minutes of a Regular Meeting on June 17, 2024
- Closed Session Minutes of a Regular Meeting on June 17, 2024
- Open Session Minutes of a Committee of the Whole Meeting on July 22, 2024
- Closed Session Minutes of a Committee of the Whole Meeting on July 22, 2024
- Monthly Financial Reports from June and July 2024
- Monthly Investment Reports from June and July 2024



- Accounts Payable from June 18, 2024, through August 12, 2024

PUBLIC COMMENT

Mr. Anderson invited public comment.

KEA Co-Presidents Allison Drew and Barb Rodriguez expressed their gratitude for the opportunity to use an interest-based bargaining (IBB) model to reach the new contract. They highlighted the value of the experience, noting that it fostered open communication and a deeper understanding of all perspectives involved.

ADJOURNMENT

There being no further business, Mr. Anderson entertained a motion to adjourn the meeting. A motion was made by Ms. Tarbert, seconded by Ms. Graham, to adjourn the meeting at 8:07 p.m.

The motion passed with a roll call vote of 6 to 0.

Attest for Distribution: _____
Mr. Ashish Kaura, Secretary

Approved: _____
Mr. Paul Anderson, President

ATTEST: _____
Mr. Ashish Kaura Secretary