



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 23RD DAY OF SEPTEMBER 2024.

President Pro-Tempore Kate Tarbert called the meeting to order at 6:05 p.m. Upon Roll Call, the following Board members answered as present: Mr. Bill Graham, Mr. Eric Hayes, Mr. Ashish Kaura, Mr. Steve Potter, and Ms. Kate Tarbert.

The following members were absent: Mr. Paul Anderson and Ms. Lisa Graham.

Also present were Ms. Kate Donegan, Superintendent; Dr. Stephanie Helfand, Principal; 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; STUDENT DISCIPLINARY CASES; AND SEMI-ANNUAL REVIEW OF MINUTES OF MEETINGS LAWFULLY CLOSED.[5 ILCS 120/2 (C) (1, 2, 9, 21)]

Ms. Tarbert 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; student disciplinary cases; and semi-annual review of minutes of meetings lawfully closed. [5 ILCS 120/2 (c) (1, 2, 9, 21)]

A motion was made by Mr. Graham, seconded by Mr. Hayes, to go into Closed Session at 6:06 p.m. The motion carried with a voice vote of 5 to 0.

RECONVENE OPEN SESSION

The Board returned to open session at 7:01 p.m.

Upon Roll Call, the following Board members answered as present: Mr. Bill Graham, Ms. Lisa Graham (arrived at 7:27 p.m.), Mr. Eric Hayes, Mr. Ashish Kaura, Mr. Steve Potter, and Ms. Kate Tarbert.

The following members were absent: Mr. Paul Anderson.

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



PUBLIC COMMENT

Ms. Tarbert invited public comment. There was none.

FINANCIAL

Public Hearing for Fiscal Year 2025 Budget

Ms. Tarbert entertained a motion to open a public hearing for consideration of the proposed 2020-2025 budget. A motion was made by Mr. Potter, seconded by Mr. Hayes, to go into a public hearing regarding the proposed 2024-2025 budget.

The motion carried with a roll call vote of members present voting 5-0.

Ms. Tarbert invited any public comment related to the consideration of the fiscal year 2025 budget.

There being no public comment, Ms. Tarbert entertained a motion to close the public hearing. A motion was made by Mr. Potter, seconded by Mr. Hayes, to close the public hearing regarding the proposed 2024-2025 budget. The motion carried with a roll call vote of members present voting 5-0.

Mr. McBride reviewed critical aspects of the budget presented in prior sessions, including resources aligned toward key areas of staffing, strategic alignment, the Master Facilities Plan, technology and building security initiatives, student services, and professional development.

Adoption of the Fiscal Year 2025 Budget

Ms. Tarbert entertained a motion to adopt the 2024-2025 Budget as presented. A motion was made by Mr. Hayes, seconded by Mr. Potter, to adopt the Fiscal Year 2024 Budget as presented.

The motion carried with a roll call vote of members present voting 5-0.

CORRESPONDENCE

Freedom of Information Act Requests

Ms. Donegan reported that there had been four FOIA requests since the last meeting on August 12, 2024.

- Ferguson, Thom; Canon. Copier and printer equipment contracts, leases, invoices, and maintenance records. Received on August 20, 2024. Responded to on August 22, 2024.
- Wang, Owen; North Cook News. List of student activities and clubs. Received on August 27,



2024. Responded to on September 4, 2024.

- Wang, Owen; North Cook News. School calendar for 2024-2025 school year. Received on August 29, 2024. Responded to on September 4, 2024.
- Wang, Owen; North Cook News. Enrollment for the 2024-2025 school year. Received on August 30, 2024. Responded to on September 4, 2024.

INFORMATION ITEMS

Enrollment Report

Superintendent Kate Donegan shared the second of three enrollment/class size reports 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.

Superintendent Update

Ms. Donegan presented a report addressing recent teacher absences and the ongoing national teacher and substitute shortage. She explained that despite these challenges, the District has taken steps to ensure minimal disruption to student learning when teachers are out of the building. She highlighted several initiatives, including staff collaboration, increased substitute pay rates, expanded recruitment efforts, and partnerships with local districts and Northwestern University. She added that the administrative team continues to explore options, such as forming a substitute cooperative, while acknowledging limitations with these solutions. Ms. Donegan also emphasized the importance of community support and communication in managing these issues effectively.

Business Office Update

Chief Operating Officer Nate McBride presented a draft of the new financial dashboard, designed to offer a comprehensive view of the District's financial health. The dashboard will feature month-to-date and year-to-date comparisons of operating funds, allocations toward strategic plan pillars, and comparative analyses with feeder school districts. Mr. McBride explained that the dashboard will continue to be refined based on feedback and, once finalized, will serve as a regular reporting tool.

He also provided an update on construction projects, sharing that Phase III of the summer 2024 work is nearing completion, and preparations for summer 2025 projects are underway. Bids for the upcoming work are expected to go before the Board for approval at the October 14, 2024, meeting.



In closing, Mr. McBride announced a new parent education series launched by the technology department. This series is designed to provide insights into classroom technology use and equip parents with strategies to support their children's learning at home.

Building Report

Principal Dr. Stephanie Helfand reported on the many events that have taken place since the last regular meeting, beginning with a successful first day of school. She shared that the JSSPVA introduced the new Cornerstone Courtyard, featuring "Chill Hill," to students on the first day, allowing them to explore the space. The courtyard includes a tiered brick patio, green turf, and amphitheater seating. Dr. Helfand thanked the JSSPVA for their generous contributions in making this project a reality.

She also noted that on August 27, the District welcomed Junior High families for locker distribution and set-up, allowing students to practice their locker combinations before the start of the school year.

Additionally, Dr. Helfand highlighted a community presentation on the Science of Reading, during which she introduced the school community to upcoming changes in the Reading/English Language Arts program. She outlined how the program will align more closely with current research on the Science of Reading, detailing shifts in student programming to support this alignment.

TrueNorth Update

Ms. Donegan provided highlights from the August 21, 2024, TrueNorth Leadership Council meeting. She reported significant discussion around District 34's notification of their intent to withdraw from the cooperative.

ED-RED Update

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

JSSPVA Update

Ms. Tarbert reported that the JSSPVA held its first executive board meeting of the school year on September 6. She also shared that the JSSPVA recently launched a new Caring Parent Community initiative with a successful coffee meetup. This initiative aims to foster positive connections within the parent community, focusing on supporting parents of students with diverse learning styles and promoting diversity, equity, and belonging.



NEW BUSINESS

Approval of Memorandum of Understanding: Holidays for Educational Support Personnel Employees Employed on Less Than a 12-Month Basis

Ms. Donegan reported that in compliance with Public Act 103-0395, she is recommending that the Board of Education approve a Memorandum of Understanding (MOU) with the District 38 PSRP Council to extend paid holidays to educational support personnel working on less than a 12-month basis by the terms outlined in the MOU.

Ms. Tarbert entertained a motion to approve the MOU: Holidays for Educational Support Personnel Employees Employed on Less Than a 12-Month Basis as presented.

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

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

BOARD COMMITTEE REPORTS

Building and Finance Committee Report

Ms. Graham reported that a Building and Finance Committee meeting was held on September 12, 2024, where the Committee reviewed and discussed the 2025 Budget. She stated that the Committee also reviewed the preliminary financial dashboard and received an update on Phase III of the Master Facilities Plan.

Board Policy Committee

Mr. Hayes stated that the Policy Committee had not met since the last regular meeting, so there was nothing to report.

CONSENT AGENDA

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

A motion was made by Mr. Potter, seconded by Ms. Graham, 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 August 12, 2024
- Closed Session Minutes of a Regular Meeting on August 12, 2024
- Monthly Financial Reports from August 2024



- Monthly Investment Reports from August 2024
- Accounts Payable from August 13, 2024, through September 23, 2024
- Semi-Annual Declassification of Closed Session Minutes and Destruction of Audio Recordings
- Administrators' and Teachers' Salary Compensation Report

PUBLIC COMMENT

Ms. Tarbert invited public comment. There was none.

ADJOURNMENT

There being no further business, Ms. Tarbert entertained a motion to adjourn the meeting. A motion was made by Mr. Hayes, seconded by Mr. Graham, to adjourn the meeting at 7:47 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