



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 6:30 P.M. ON THE 17TH DAY OF MARCH 2025.

President Paul Anderson called the meeting to order at 630 p.m. Upon Roll Call, the following Board members answered as present: Mr. Paul Anderson, Mr. Bill Graham, Mr. Eric Hayes, Mr. Ashish Kaura, and Ms. Kate Tarbert.

The following members were absent: Ms. Lisa Graham and Mr. Steve Potter.

Also present were Ms. Kate Donegan, Superintendent 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)]

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; 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. Kaura, seconded by Mr. Hayes, to go into Closed Session at 6:31 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. Paul Anderson, Mr. Bill Graham, Mr. Eric Hayes, Mr. Ashish Kaura, and Ms. Kate Tarbert.

The following members were absent: Ms. Lisa Graham and Mr. Steve Potter.

Also present were Ms. Kate Donegan, Superintendent; Dr. Carrie De La Cruz, Director of Student Services; Mr. Nathan McBride, Chief Operating Officer; and Ms. Rachel White, Recording Secretary.



PUBLIC COMMENT

Mr. Anderson invited public comment. There was none.

CORRESPONDENCE

Freedom of Information Act Requests

Ms. Donegan reported that there had been one FOIA request since the last meeting on February 24, 2025.

- Reid, Sheri/SmartProcure - Purchasing records from 11/8/2024 through 03/06/2025. Received on March 6, 2025. Responded to on March 7, 2025.

BOARD COMMITTEE REPORTS

Building and Finance Committee Report

Mr. Graham reported that the Committee met on March 6 to discuss the fund balance policy, the 5-year facilities plan, and the landscaping contract. He stated that each of these items would be further addressed during Mr. McBride's Business Office Update.

Board Policy Committee

Mr. Hayes noted that the Policy Committee has not met since the last regular meeting.

INFORMATION ITEMS

Business Office Update

Chief School Business Official, Mr. Nathan McBride, shared that the District is proactively developing a new 5-year facilities plan, aligned with the conclusion of Phase 3 of the Master Facilities Plan (MFP) this summer. Created in collaboration with District administration, the Director of Building and Grounds, and DLA Architects, the plan outlines priorities for life safety improvements and remaining renovations. It will be reviewed annually by the Board and is set to begin with a \$250,000 budget, focusing primarily on ongoing maintenance and Life Safety projects rather than major expansion projects.

Mr. McBride also provided an update on the landscaping contract. He reported that bids for summer 2025 work came in favorably, allowing the District to move forward with a front-of-school landscaping project. Scott Byron & Co. will complete the installation and provide maintenance during the first year to support the establishment of new plantings. The



recommendation is to approve both the installation and first-year maintenance plan, with general grounds maintenance to be bid out for future years.

Building Report

In Dr. Helfand's absence, Ms. Donegan provided updates on several key events since the last regular meeting. She recognized National School Social Worker Week, expressing gratitude to Nancy Economou, Gabby Noyce, and Hilary Harvey for their valuable contributions. She also acknowledged Instructional Assistant & 12-Month Staff Appreciation Week, which was celebrated with a special staff breakfast in their honor. Additionally, Ms. Donegan reported on a recent parent presentation focused on social media and shared that a follow-up session will address the topic of Artificial Intelligence (AI).

TrueNorth Update

Ms. Donegan presented the Board with the TrueNorth Leadership Council meeting briefs from the March 12 session. She noted that the primary topic of discussion remained District 34's intent to withdraw from the Cooperative.

ED-RED Update

Mr. Hayes shared the weekly legislative update from the Ed-Red and stated that there were no significant updates.

JSSPVA

Ms. Tarbert reported that this year's World Culture Fair was a great success and well attended. She also noted that the Polar Plunge is scheduled for Wednesday, March 20th. Planning is underway for the Spring Social, which will take place in April. She emphasized that the event is intended to serve as a community-wide gathering rather than a major fundraiser. Looking ahead, she shared that the JSSPVA is considering plans to host its more significant fundraising events every 18 months instead of annually.

NEW BUSINESS

Final Ready and Adoption of School Board Policy 4:20, *Fund Balance*

The Board conducted a final review of the proposed updates to Policy 4:20, *Fund Balance*, which now includes language requiring the Board and Administration to conduct an annual review of fund balances during a public meeting. During the discussion, attention was given to the section outlining actions if the fund balance exceeds 50%. To clarify that multiple actions may be taken, an amendment was accepted to change the final "or" in the list of options to "and/or."



Mr. Anderson called for a motion to approve the updated Policy 4:20, *Fund Balance*, as amended. A motion was made by Mr. Hayes, seconded by Ms. Tarbert, to approve the updates to Policy 4:20, *Fund Balance*.

The motion carried with a voice vote of 5 to 0.

CONSENT AGENDA

Mr. Anderson asked if there were any comments or questions regarding the Consent Agenda items. Ms. Tarbert requested that the open and closed session minutes from the February 24, 2025, regular meeting be pulled for separate voting due to her absence from that meeting.

Mr. Anderson entertained a motion to approve the Consent Agenda with the exception of the open and closed session minutes from the February 24, 2025, Regular Meeting.

A motion was made by Mr. Hayes, seconded by Mr. Graham, to approve the Consent Agenda. The motion passed with a roll call vote of 5 to 0.

Included in the Consent Agenda are the following:

- Monthly Financial Reports from February 2025
- Monthly Investment Reports from February 2025
- Accounts Payable from February 25, 2025, through March 17, 2025
- Semi-Annual Declassification of Closed Session Minutes and Destruction of Audio Recordings
- Personnel Report from March 2025

Mr. Anderson entertained a motion to approve the minutes from the February 24, 2025, Regular meeting.

A motion was made by Mr. Graham, seconded by Mr. Hayes, to approve the minutes from the February 25, 2025, Regular meeting.

The motion passed with a roll call vote of 4 to 0 (Ms. Tarbert recused herself from the vote).

PUBLIC COMMENT

Mr. Anderson invited public comment. There was none.

ADJOURNMENT

There being no further business, Mr. Anderson entertained a motion to adjourn the meeting. A motion was made by Ms. Tarbert, seconded by Mr. Hayes, to adjourn the meeting at 7:19 p.m.



The motion passed with a roll call vote of 5 to 0.

Attest for Distribution: _____
Secretary Pro-Tempore

Approved: _____
Mr. Paul Anderson, President

ATTEST: _____
Secretary Pro-Tempore