

**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION,
KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS;
542 ABBOTSFORD ROAD, KENILWORTH, ILLINOIS, 8TH DAY OF DECEMBER, 2008**

The meeting was called to order by President Jeffrey A. Treiber at 7:07 p.m. The following Board members answered as being present: Mr. Joseph Seminetta, Mrs. Karen M. Hartman, Mrs. Susan E. Rohrman, Mr. Michael H. Tempest, and Mr. Jeffrey A. Treiber. Mr. Tom Colberg and Mr. Chris L. Williams were absent.

Also in attendance:

Dr. Kelley M. Kalinich, Superintendent;
Dr. Elizabeth Noell, Director of Student Services;
Mr. Jim Mattern, Business Services Consultant;
Mrs. Julie M. Campanaro, Recording Secretary;

Community Members: The Superintendent's Permanent Art Collection Honorees; Miss Victoria Baxter, Miss Margot Bergonia, Miss Emma Cortina, Miss Abby Foley, Miss Ashley Hoopes, Miss Maureen Kelley, Master Will Nicolaides, Miss Helen Peterson, Miss Annabel Renken and Miss Bailey Sullivan and their families, as well as Faculty Member: Mrs. Catherine Fansher.

PUBLIC COMMENT

Mr. Treiber then asked for public comment. There was none.

RECOGNITION OF EXCELLENCE

Presentation of the Superintendent's Art Awards – Dr. Kelley Kalinich welcomed the students whose artwork had been selected for the December 2008 awards, as well as their families. Each student was called forward individually and invited to talk about their artwork. Dr. Kalinich, assisted by Dr. Libby Noell, presented each student with a gift card for Michael's Arts & Crafts store and a certificate of recognition. She noted that each student's artwork would be on permanent display in the office area. She thanked the students and families once again and complimented the children on all their beautiful work.

Mr. Treiber also thanked the children and their families for attending and congratulated the children on behalf of the Board of Education for their excellent work.

PUBLIC HEARING REGARDING THE PROPOSED TAX LEVY FOR THE 2008 YEAR

Board President, Mr. Jeffrey Treiber, began the hearing at 7:22 p.m. Mr. Jim Mattern presented the proposed Tax Levy for Fiscal Year 2008 outlining the various funds and rationale for the proposed levy. Mr. Mattern responded to several questions posed by Board members. He noted further that this levy will result in funds received in the District during the 2010 fiscal year. He noted that the actual amount allocated to the District will be based on the Consumer Price Index (CPI) and any new growth. Pending no further comments or questions, Mr. Treiber closed the hearing at 7:36 p.m.

CONSENT AGENDA

Mr. Jeffrey Treiber asked for any comments regarding the Consent Agenda before calling for a vote. He noted a change in the wording to the November 17, 2008, minutes about his proposed

clarification in wording for the April 21, 2008, minutes. Additionally, Mrs. Karen Hartman noted that there was a change to the Accounts Payable report to include: Educational Fund, \$64,365.37. There being no further comments, Mr. Treiber entertained a motion to approve the Consent Agenda as amended.

Mrs. Karen Hartman moved to approve the Consent Agenda to include: Minutes of the November 17, 2008, Regular Board Meeting as amended and Closed Session; Minutes of the April 21, 2008 Regular Board Meeting as amended; Accounts Payable Report for November 2008, as amended; Accounts Payable for November 18, 2008 to December 8, 2008; Authorization to Destroy Closed Session Recordings for May 2007; and Approval of the Application for Library Grant. Mr. Susan Rohrman seconded the motion.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
		Mr. Tom Colberg	
Mrs. Karen M. Hartman			
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

ADMINISTRATIVE REPORTS

Freedom of Information Act Requests – There were no requests to report.

Communications/Correspondence – There were no communications or correspondence to report.

Enrollment Update for the 2008-2009 School Year – Dr. Kalinich noted that the anticipated number of additional students joining Sears School in January was at least six.

Report from the Principal – Dr. Kalinich reported for Mr. David Brown who was unable to attend this evening's meeting. The report included the success of the Scholastic Honors Breakfast. She further reported that the first of three eagerly anticipated holiday concerts for the band and orchestra had taken place. There will be two more holiday concerts for band and choir followed by the primary grades' music concert. Dr. Kalinich also stated that the 8th grade students will participate in a service experience this year as a part of *Do Your P'art*, partnering with a Chicago Public Schools school. It is an art based project providing the opportunity for students to meet on three separate occasions to create an art project while also getting to know one another. This program was implemented at Sears School several years ago.

Dr. Kalinich further added that as the District moves forward in the Response to Intervention (RtI) process, teachers are being trained to serve as coaches for their grade levels. Dr. Kalinich also reported that the school administration is earnestly seeking to collect feedback regarding this year's Parent/Teacher Conferences in the hopes of making the process an ever improving tool for communication. It was noted that feedback will be sought from parents and faculty at various

organization meetings such as the JSSPVA meeting. The Board discussed several items from their own experiences, as well as those of other community members regarding the Parent/Teacher Conferences. In general, the feedback was very positive. Dr. Kalinich noted that a committee of teachers will be reviewing the conference format for both November and March, considering enhanced changes for the 2009-2010 school year.

Report from the Director of Student Services – Dr. Libby Noell reported on some recent New Trier Township High School Articulation meetings for both Social Science and Language Arts. Dr. Noell noted that New Trier is in the process of investigating the renewal of their Social Science curriculum. Dr. Noell also reported that in January the Diversity Awareness Curriculum will be implemented including a “Kids on the Block” assembly.

Review of Upcoming Events and Activities – Dr. Kalinich reviewed upcoming dates of interest drawing particular attention to the upcoming Committee meetings. Dr. Kalinich also asked the Board to remember the upcoming Family Science Night on January 22, 2009. The format will be similar as before with an opening general lecture in the auditorium and then break out sessions by grade and age level and interest. She encouraged the Board members to review additional dates in the Superintendent’s Report.

UNFINISHED BUSINESS

Presentation, Discussion and Possible Action to Approve Revised Board Policy 4:30 Revenue and Investments – Dr. Kalinich introduced the discussion of Revised Board Policy 4:30 Revenue and Investment and reminded the Board members that some questions pertaining to this revised policy had come up at the last Board of Education meeting which had required further follow up with legal counsel. This discussion was tabled temporarily to be revisited later in the agenda.

NEW BUSINESS

Discussion and Possible Action to Approve the 2008 Tax Levy – Mr. Jeffrey Treiber invited discussion and comments on the possible approval of the 2008 Tax Levy. There was no further comment and he entertained a motion.

Mrs. Karen Hartman moved, seconded by Mr. Michael Tempset to approve the 2008 Tax Levy as presented.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
Mrs. Karen M. Hartman		Mr. Tom Colberg	
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

Discussion and Possible Action to Approve the Resolution Adopting Restatement and Amendment of Kenilworth School District No. 38 403 (b) Retirement Plan -Mr. Treiber invited Mr. Mattern to lead a discussion regarding the proposed Resolution Adopting Restatement and Amendment of Kenilworth School District No. 38 403 (b) Retirement Plan. Mr. Mattern gave a brief synopsis of the plan and then entertained questions from the Board. There being no further questions or comments Mr. Treiber entertained a motion.

Mrs. Susan Rohrman moved, seconded by Mr. Michael Tempset to approve the Resolution Adopting Restatement and Amendment of Kenilworth School District No. 38 403 (b) Retirement Plan as presented.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
Mrs. Karen M. Hartman		Mr. Tom Colberg	
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

Discussion and Possible Action to Approve the Response to Intervention Implementation Plan - Dr. Kalinich spoke briefly about the plan noting that a great deal of work had gone into the plan and that while it was complete, it was a plan in progress and would be evolving over time. She asked that the Board approve the plan. There being no further comment, Mr. Treiber entertained a motion.

Mrs. Susan Rohrman moved, seconded by Mr. Michael Tempset to approve the Response to Intervention Implementation Plan as presented.

Voice vote: Motion carried with 2 members absent.

Discussion and Possible Action to Approve the Special Education Work Load Plan - Dr. Kalinich led a discussion regarding the plan addressed the areas required by the Illinois State Board of Education (ISBE). She noted that this is the first draft of the plan that will be reviewed each trimester. There being no further questions or comments Mr. Treiber entertained a motion.

Mrs. Susan Rohrman moved, seconded by Mrs. Karen Hartman to approve the Special Education Work Load Plan as presented.

Voice vote: Motion carried with 2 members absent.

Presentation, Discussion and Possible Action to Approve Board Policy 2:100 Board Member Conflict of Interest - Dr. Kalinich noted that there had been one change to the document included in the Board packet, the word "principle" was changed to "principal".

Mr. Michael Tempest moved, seconded by Mrs. Susan Rohrman to approve Board Policy 2:100 Board Member Conflict of Interest as amended.

Voice vote: Motion carried by a vote of 5 to 0 with 2 members absent.

Presentation, Discussion and Possible Action to Approve Revised Board Policy 4:60 Purchases and Contracts – Dr. Kalinich led a discussion of the proposed revised Board policy 4:60 *Purchases and Contracts*. It was noted that as of January 1, 2009 all contracts in excess of \$25,000 must be posted on the District website. It was further noted that such contracts are also a part of the filing of annual financial affairs. There were minor changes by adding the wording “Contracts for” to the first five items. There being no further comment Mr. Treiber entertained a motion.

Mrs. Susan Rohrman moved, seconded by Mrs. Karen Hartman to approve Board Policy 4:60 Purchases and Contracts as amended.

Voice vote: Motion carried with 2 members absent.

RETURNED TO UNFINISHED BUSINESS

Presentation, Discussion and Possible Action to Approve Revised Board Policy 4:30 Revenue and Investments – This item was revisited including the review of the most recent edits discussed by the Board of Education and reviewed by legal counsel. There being no further discussion, Mr. Treiber asked for a motion.

Mrs. Karen Hartman moved, seconded by Mr. Michael Tempest to Approve the Revised Board Policy 4:30 Revenue and Investments as amended.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
Mrs. Karen M. Hartman		Mr. Tom Colberg	
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

RETURNED TO NEW BUSINESS

Discussion and Possible Action to Award the Asbestos Removal Contract – Mr. Treiber asked Mr. Jim Mattern to present the particulars with regard to the Asbestos Removal contract. Mr. Mattern stated that several bids had been received and the bid from EHC Industries, Inc. of Wauconda, IL for \$23,800 had been the lowest. In addition the District has done business with this firm in the past with most satisfactory results. EHC Industries will conduct the work under the direction of the District’s consultant MKA Environmental Consulting, Inc. The work would begin

during Winter Break. Dr. Kalinich noted also that the sections where there would be exposed concrete would remain so for the remainder of the school year. Dr. Kalinich noted that the District is working with our architectural firm and our Director of Buildings and Grounds, Mr. Moris Quijada to secure area rugs for each classroom in the targeted area of the building. There being no further comment Mr. Treiber entertained a motion.

Mr. Michal Tempest moved, seconded by Mr. Joseph Seminetta to Award the Asbestos Removal Contract to EHC Industries, Inc. of Wauconda, IL for \$23,800.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
		Mr. Tom Colberg	
Mrs. Karen M. Hartman			
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

Approval of Junior Kindergarten Fees for the 2009-2010 School Year – Mr. Treiber asked Mr. Mattern to discuss the proposed Junior Kindergarten fees for 2009-2010 school year. Mr. Mattern reviewed the proposed fees noting that this increase places The Joseph Sears School in a very competitive range with regard to other prekindergarten programs offered in the area. The proposed fee for the 2009-2010 school year is as follows: \$4,410. One Board member noted that there is no better preparation for Kindergarten at Sears than the Junior Kindergarten program. There being no further comment Mr. Treiber entertained a motion.

Mr. Michal Tempest moved, seconded by Mrs. Susan Rohrman to Approve the Junior Kindergarten Fees for the 2009-2010 School Year as proposed.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
		Mr. Tom Colberg	
Mrs. Karen M. Hartman			
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

Approval Kindergarten Enrichment Fees for the 2009-2010 School Year - After a brief discussion of the proposed Kindergarten Enrichment fees, Mr. Treiber entertained a motion to approve the

2009-2010 Kindergarten fees to include: Full day, five days a week at \$3,150 and Full day, three days a week/Half day, two days a week at \$1,890.

Mr. Michael Tempest moved, seconded by Mr. Joseph Seminetta to Approve the Kindergarten Enrichment Fees for the 2009-2010 School Year as proposed.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
		Mr. Tom Colberg	
Mrs. Karen M. Hartman			
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

Mr. Jim Mattern departed the meeting.

BOARD COMMITTEE REPORTS

Education Committee - Mrs. Susan Rohrman directed the Board to the draft minutes for details regarding the December Committee meeting. She also noted a change that needed to be made in the draft minutes.

Northern Suburban Special Education District (NSSD) Governing Board - Mrs. Susan Rohrman noted there had not been a meeting of the Governing Board since the last Board of Education meeting.

Personnel Committee - Mr. Jeffrey Treiber noted that the Committee had met prior to the Board of Education meeting this evening and details of those discussions would be introduced during Closed Session.

Questions and Comments from the Board Members - Mrs. Karen Hartman noted that she had attended a particularly good session during the November Joint Annual Conference in Chicago and had obtained a strategic plan guidebook called; "Dashboards" which contained critical items the Board had expressed interest in reviewing on a regular basis. She noted she would share the details and strategies from this session with the Board at a later date.

There being no further business at this time, Mr. Jeffrey Treiber entertained a motion to go into Closed Session.

CLOSED SESSION TO CONSIDER INFORMATION REGARDING THE EMPLOYMENT OF EMPLOYEES, STUDENT DISCIPLINE AND POTENTIAL LITIGATION.

Mrs. Susan Rohrman moved, seconded by Mrs. Karen Hartman to go into Closed Session at 8:57 p.m. to consider information regarding the employment of employees, student discipline and potential litigation.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
		Mr. Tom Colberg	
Mrs. Karen M. Hartman			
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

The Board returned to Open Session at 9:26 p.m.

Upon return to Open Session, the following Board members were present: Mr. Jeffrey A. Treiber, Mr. Joseph T. Seminetta, Mrs. Karen M. Hartman, Mrs. Susan E. Rohrman, and Mr. Michael Tempest. Dr. Kelley M. Kalinich was also present.

PERSONNEL

Discussion of Employment of Employees – Dr. Kalinich recommended the Board of Education grant the family medical leave request of Mrs. Allison Lopuszynski.

Mrs. Karen Hartman moved to approve the family medical leave request of second grade teacher, Mrs. Allison Lopuszynski beginning on Thursday, May 28, 2009. Mrs. Susan Rohrman seconded the motion.

Roll Call:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mr. Jeffrey A. Treiber			
Mr. Joseph T. Seminetta			
		Mr. Tom Colberg	
Mrs. Karen M. Hartman			
Mrs. Susan E. Rohrman			
Mr. Michael H. Tempest			
		Mr. Chris L. Williams	

Motion carried by a vote of 5 to 0 with 2 members absent.

OTHER BUSINESS

There was none.

ADJOURNMENT

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There being no further business, Mr. Michael Tempest moved seconded by Mrs. Susan Rohrman to adjourn the Board of Education Meeting at 9:26 p.m.

Voice vote: Motion carried with 2 members absent.

Attest for Distribution: _____
Kelley M. Kalinich, Secretary

Approved: _____
Jeffrey A. Treiber, President

Attest: _____
Kelley M. Kalinich, Secretary