

**KILDEER COUNTRYSIDE  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 96**

**BOARD OF EDUCATION  
COMMITTEE OF THE WHOLE MEETING  
Minutes for September 5, 2017**

**Call To Order**

Mr. Tepper called the meeting to order at 7:02 p.m. in the boardroom of Ivy Hall School.

**Roll Call**

Present: Jim Strezewski, Meg Woodman, Renee Klass, Michael Burns, Cynthia Zarkowsky, Liz Dietz and  
Marc Tepper

Absent: None

President Tepper determined that the members present constituted a quorum.

**Welcome to Visitors**

Mr. Tepper welcomed members of the faculty, community, and press and asked if anyone wished to address the Board. No one responded. Amanda Rickel led the Pledge of Allegiance. Members of the audience introduced themselves.

**Administrative Reports**

**Status of Opening of School Year Activities**

**Presentation of Sixth Day Enrollments**

The sixth day of school was August 24, 2017 and on that date 3135\* students were enrolled in District 96. (\* Does not include early childhood, outplaced, guided, ILC and SLC students.) Dr. Dalton reported that since that date 22 students have enrolled across the District and all grade levels. The additional students did not have an impact on class sizes and all class sizes are within the Board approved ranges.

**Status of Staffing and Vacancies**

Dr. Dalton reported that only 2 support staff openings remain unfilled. Principals continue to seek out the best candidates for those openings.

**Status of District Transportation**

Mr. Miranda reported that transportation has seen marginal on-time improvements from last year. He added there have been a several areas of concern but they have all been resolved.

**New Teacher Mentor Program**

Dr. Dalton and Mrs. Spiller presented an update on the New Teacher Mentor Program. Mrs. Schmidt noted that District 96 has applied to the Joint Annual Conference committee to present the New Teacher Program. Although the application was not accepted, Dr. Dalton and Mrs. Spiller intend to apply again for 2018.

Dr. Dalton shared the Year 1 New Teacher Mentor Program. The purpose of the program is to attract new teachers, communicate District 96 values and aide in retention of teachers. Research has indicated the most important aspects of a mentor program included high quality mentorship, professional development,

regular interaction, formal assessment during years 1 and 2, and reflection of best practice. The District 96 program offers all of these points. New teachers are assigned a 1:1 mentor in Year 1 and meet with their mentor weekly, they attend a week-long orientation program, coaches and team members check in with the new teachers often, and they receive 3 formal observations in the first year. The District has no problem finding mentors and this year each of the 31 new teachers has a mentor. The program tries to assign mentors with protégés in the same building to make meeting easier. Besides providing feedback to the new teachers, the District accepts feedback and suggestions from the new teachers to enhance both the mentor program and the District.

Mrs. Spiller continued with the status of the Year 2 program. Mentors are paired with protégés in a 1:5 ratio. There are four formal activities. The District 96 walkabout through grades K – 8 has received really good feedback. The second activity is a lesson study, where the team prepares a detailed lesson plan together. They watch one teacher enact the lesson as created, then meet to provide feedback and tweak the lesson plan. A second teacher enacts the lesson, followed by more feedback from the group. This is another positive experience. The third activity are regular meetings with their mentor, and the fourth activity is a video reflection. During this activity, the new teacher is video-taped enacting a lesson. The new teacher watches the video separately, the mentor watches the video separately, and then they both watch it together and provide feedback. This is a difficult activity but once completed has a very positive impact on the protégé. Mrs. Spiller also reviewed the resources provided to all new teachers.

All mentors are expected to attend training each year, whether or not he/she has been a mentor before. The expectation for mentors is to provide a positive outcome, attend meetings, meet with their protégé weekly, observe them and provide reflection. Survey data indicates 96% satisfaction rate over three years and both the mentors and protégés benefit from the program. It's a celebration. Both mentors and protégés spend very little time out of the classroom as all meetings are before or after school.

District 96 has a very high retention rate and the New Teacher Mentor Program could be partially responsible for it. The District has had a mentor program in place for over 20 years. The most common reasons teachers leave District 96 is to take care of children or due to a family transfer. Rarely do District 96 teachers leave to go to another District.

#### Review of Summer School 2017

Mrs. Schmidt stated that participation in summer school has continued to increase. Moving all the summer school programs to one location was a good decision and consolidated resources.

#### **Priority Items for Consideration and/or Action**

##### Executive Session

A motion was presented by Mrs. Woodman and seconded by Ms. Dietz to adjourn to closed session for the purpose of

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1)

On a roll call vote, the motion carried:

Aye: Woodman, Klass, Burns, Zarkowsky, Dietz, Strezewski and Tepper

Nay: None

The meeting adjourned to closed session at 7:55 p.m.

Reconvene in Open Session

A motion was presented by Mr. Strezewski and seconded by Mrs. Klass for the meeting to reconvene in open session. All members present voted aye, the motion carried. The meeting reconvened in open session at 8:05 p.m.

Approval of Closed Session Minutes

A motion was made by Mr. Strezewski and seconded by Mrs. Klass to approve the minutes of the closed session. All members present voted Aye, the motion carried.

**Action Items**

Employment, Appointment and Dismissal – Certified Staff

Resignation – Certified Staff

A motion was presented by Ms. Dietz and seconded by Mrs. Klass to accept the resignation of the following employee:

<u>Name</u>	<u>Position</u>	<u>FTE</u>	<u>School</u>
Ortegon, Marcy	Grade 2	1.0	Prairie

All members present voted Aye, the motion carried.

Employment – None at this time

Employment, Appointment and Dismissal – Educational Support Personnel

Recommendations for Employment, Appointment and Dismissal

A motion was presented by Mr. Burns and seconded by Mr. Strezewski to approve the revised memo presented by Dr. Dalton for the employment, appointment and dismissal of certain educational support personnel as amended. On a roll call vote the motion carried:

Aye: Burns, Zarkowsky, Dietz, Strezewski, Woodman, Klass and Tepper

Nay: None

Recommendation for Termination

A motion was presented by Ms. Dietz and seconded by Mrs. Zarkowsky to approve the Administration's recommendation to terminate a certain non-certified staff member from employment with the District effective this date and to direct the issuance of a letter to the individual affirming same. All members present voted Aye, the motion carried.

Additional Aide Support

A motion was presented by Mr. Burns and seconded by Mrs. Zarkowsky to approve an additional 1.0 FTE aide support at Country Meadows School to provide one-to-one assistance to a newly enrolled student with an IEP. On a roll call vote, the motion carried:

Aye: Burns, Zarkowsky, Dietz, Strezewski, Woodman, Klass and Tepper

Nay: None

A motion was presented by Ms. Dietz and seconded by Mrs. Klass to approve an additional 1.0 FTE aide support at Twin Groves Middle School to provide one-to-one assistance to a newly enrolled student with an IEP. On a roll call vote, the motion carried:

Aye: Dietz, Strezewski, Woodman, Klass, Burns, Zarkowsky and Tepper

Nay: None

Request for Unpaid Leave

A motion was presented by Mrs. Zarkowsky and seconded by Mrs. Woodman to approve two (2) days of unpaid leave for Joleen Knutson as a once-in-a-lifetime opportunity. All members present voted Aye, the motion carried.

**Discussion** – None at this time.

**Information Items**

Lake Division Dinner – October 11, 2017

The IASB Lake Division meeting will be held on Wednesday, October 11, 2017 at the DoubleTree by Hilton Libertyville-Mundelein. Mr. Tepper distributed the book, The Unlearning Leader, by Michael Lubelfeld and Nick Polyak. Dr. Lubelfeld is scheduled to speak about the book at the meeting.

Bullying Data Update

Mrs. Gluck provided the state of Illinois mandated Bullying Data Update. Based on the report, incidents of bullying in District 96 have remained stable.

**Board Comments**

Board members discussed Long Grove water and state school funding.

**Adjournment**

With no further business before the Board of Education, a motion was presented by Mr. Strezewski and seconded by Mrs. Woodman to adjourn the meeting. On a roll call vote, the motion carried:

Aye: Strezewski, Woodman, Klass, Burns, Zarkowsky, Dietz and Tepper

Nay: None

President Tepper adjourned the September 5, 2017 regularly scheduled meeting of the Kildeer Countryside Community Consolidated School District 96 Board of Education at 8:47 p.m. The next meeting will be September 19, 2017 at 7:00 p.m.

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Date Minutes Approved

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President, Board of Education

Fn: minutes09/05/17

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Secretary, Board of Education

**KILDEER COUNTRYSIDE  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 96**

MINUTES OF CLOSED SESSION

**DATE:** September 5, 2017

**TIME:** 7:58 p.m.

**PLACE:** Ivy Hall School

**Present:** Board members Strezewski, Woodman, Klass, Burns, Zarkowsky, Dietz and Tepper

**Absent:** None

**Late:** None

**Purpose:** To discuss

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1)

While in closed session the Board discussed:

- The termination of a specific educational support personnel effective September 5, 2017

A motion was presented by Mr. Strezewski and seconded by Mrs. Klass for the meeting to reconvene in open session. All members present voted aye, the motion carried. The meeting reconvened in open session at 8:05 p.m. A motion was made by Mr. Strezewski and seconded by Mrs. Klass to approve the minutes of the closed session. All members present voted Aye, the motion carried.

Closed session minutes approved: \_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
President-Board of Education

\_\_\_\_\_  
Secretary-Board of Education