

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, JANUARY 26, 2021

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held via ZOOM and streamed on the district's YouTube Channel for said district Tuesday evening January 26, 2021.

President Katz Muhl called the meeting to order at 7:02 p.m. with the following members present at roll call:

Tony Forchetti
Jennifer Gallinson
Michael Gilmore
Louis Gross
Michelle Kohler
Mara Silver-Schack
Tracy Katz Muhl

Absent: none.

Also present were Dr. Larry Hewitt, Superintendent; Dr. Kris Raitzer, Assistant Superintendent; Jessica Donato, Chief School Business Official; Dr. Kelly Sculles, Director of Student Services; Michelle Jackson, Director of Learning; Terry Ryan, Communications Director; and Ramsin Israel, Technology Specialist.

PUBLIC COMMENTS

A parent commented he did not support the decision for an adaptive pause to remote learning following spring break.

SUPERINTENDENT'S REPORT

(Response to public comment)

Dr. Hewitt stated that the decision to pivot to remote learning after spring break was based on information gathered from the parent and staff surveys and outlined in a letter to parents. Given the number of students who would need to quarantine due to travel, it would be best from a teaching/learning standpoint for all students to be in the same remote learning environment for the nine days immediately following the break, rather than having students split into two different environments.

(Board Calendar Review)

The Board reviewed the updated calendar of meetings.

(Enrollment)

The enrollment report was presented as information.

(Community Health Metrics)

Dr. Hewitt presented of the most recent Northfield Township COVID-19 Elementary School Public Health Dashboard, as well as the district's student and staff absence data related to the pandemic.

(Mid-Year Update on Strategic Plan)

Dr. Hewitt presented an overview of progress in five goal areas of the district's strategic plan in a mid-year update, which can be found on the district's website. One board member said she would like to see a priority on programs and resources to support families during the pandemic.

Dr. Hewitt also previewed items for the 2021-22 strategic plan including: determining the impact of the pandemic on next year's learning environment; identifying effective components of remote learning; continuing to monitor student progress in math and reading; continuing implementation of the district's planned curriculum review cycle; prioritizing next steps with diversity, equity and inclusion; and developing a 5-year strategy to build up the district's year-end fund balance to within policy guidelines.

APPROVAL OF MINUTES

It was moved by Member Forchetti and seconded by Member Gross that the Board of Education approve the Regular Meeting minutes of December 15, 2020, since members had each previously been sent copies.

On a roll call vote, the following voted Aye: Members Forchetti, Gross, Silver-Schack, Gallinson, Gilmore, Kohler, and Katz Muhl,. Nay: none. Abstain: none. Absent: none. Motion carried.

APPROVAL OF CONSENT AGENDA ITEMS

It was moved by Member Gilmore and seconded by Member Gross that the Board of Education approve the Consent Agenda as presented.

(Payroll – last half December 2020 and first half of January 2021)

the payment of employee salaries for the last half of December 2020, in the amount of \$1,172,878.11 and covered by check numbers 65057 through 65076, and deduction check numbers 65077 through 65094, inclusive, as outlined in

detail on the Payroll Summary, confirmed by the signatures of the President and Secretary of the School District Board of Education, and dated January 26, 2021;

the payment of employee salaries for the first half of January 2021, in the amount of \$1,239,169.11 and covered by check numbers 65095 through 65113, and deduction check numbers 65114 through 65123, as outlined in detail on the Payroll Summary, confirmed by the signatures of the President and Secretary of the School District Board of Education, and dated January 26, 2021;

(Bills)

vendor invoices totaling \$631,264.16 and Warrants listed as Numbers 56013 through 56210, with the following void listed as 53521, 53908, 54369, 54771, 55299, 55542, 55574, 55785, 55796, 55839, 55887, 55892, 55921, 56017, 56020, 56031, 56181, and 56035 through 56088, confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated January 26, 2021;

(Personnel Report: Employment of Staff, Leave Requests, Remediation Plan, Resignations, Dismissals)

(New Hires)

Dilara Akay	NBJH	Classroom Aide	\$16.00/hr.
Mackenzie McGrath	WM	2 nd Grade Aide	\$13.50/hr.
Eva Vastag	NBJH	Sp. Ed. Aide	\$16.50/hr.

(Leaves)

Alexis Anderson	NBJH	Speech/Language
Jeremy Bartunek	GB	Music

(Resignations)

Kelsey McGarvey	WM	2 nd Grade Aide
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(Contract Change – Extra Section Stipend)

Kate Garside	NBJH	\$3,879.
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(Closed Session Recordings)

the destruction of Closed Session recordings 18 months or older (1/22/19, 2/26/19, 3/19/19, 4/23/19, 5/21/19, 6/25/19, and 7/23/19)

(COVID-19 Supplemental Leave Plan)

the approval of the COVID-19 Supplemental Leave Plan for the 2020-2021 school year;

(NorthShore University HealthSystem Property Tax Settlement Agreement)

the approval of the property tax settlement and release agreement with NorthShore University HealthSystem.

On a roll call vote, the following voted Aye: Members Gilmore, Gross, Silver-Schack, Gallinson, Forchetti, Kohler, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

FINANCE
(Financial Report)

The Board of Education received copies of the District 28 Financial Report for the period ending December 2020.

Chief School Business Official Jessica Donato reported on: district finances for the month ending December 31, 2020; food service sales & expenditures-to-date; Finance Committee meeting; and local, state and federal reports. She noted the Consumer Price Index for December 2020 was 1.4%, which is the rate that will be used to calculate the 2021 tax levy next fall. As part of the Finance Committee update, she presented a 5-year historical review on total revenues, expenditures and fund balances. Mrs. Donato discussed a process for developing a plan to restore the fund balance to 50 - 75 percent of the district's annual revenues. She said a report is being developed to review expenditures by program.

It was moved by Member Gilmore and seconded by Member Forchetti that the Board accept the District 28 Financial Report for the period ending December 2020.

On a roll call vote, the following voted Aye: Members Gilmore, Forchetti, Kohler, Gross, Silver-Schack, Gallinson, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

(Tentative Budget Calendar)

Mrs. Donato presented a tentative budget calendar indicating dates for developing the fiscal year 2022 budget.

It was moved by Member Silver-Schack and seconded by Member Forchetti that the Board adopt the Tentative Budget Calendar for the 2021-22 school year.

On a roll call vote, the following voted Aye: Members Silver-Schack, Forchetti, Kohler, Gross, Gallinson, Gilmore, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

(Resolution Authorizing Preparation of Tentative Budget)

It was moved by Member Forchetti and seconded by Member Kohler that the Board adopt the resolution authorizing the Chief School Business Official to prepare a tentative budget for 2020-21.

On a roll call vote, the following voted Aye: Members Forchetti, Kohler, Gross, Silver-Schack, Gallinson, Gilmore, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

(2021-22 Student Fees)

The 2021-22 proposed student fees include a \$20 increase in the K-8 curriculum fees to offset increasing costs and year two of the transportation fee phase-in with discounted rates applied to families with multiple riders.

It was moved by Member Gallinson and seconded by Member Silver-Schack that the Board approve the 2021-22 Student Fees, as presented.

On a roll call vote, the following voted Aye: Members Gallinson, Silver-Schack, Gilmore, Forchetti, Kohler, Gross, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

BUILDINGS and GROUNDS

(Wight Architectural Services Proposal – School Roof Projects)

Wight Architectural Services provided a proposal to manage and oversee roof work to be completed at Greenbriar School and Northbrook Junior High School in the summer of 2021.

It was moved by Member Gross and seconded by Member Silver-Schack to approve the proposal as presented.

On a roll call vote, the following voted Aye: Members Gross, Silver-Schack, Gallinson, Gilmore, Forchetti, Kohler, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

Member Gross reported that the Buildings and Grounds Committee met to discuss: HVAC systems and the capacity to bring in additional outside fresh air as a COVID-19 mitigation strategy; building security upgrades; and a recent assessment of parking lots and school grounds, including playground equipment.

LEGISLATION

President Katz Muhl reported that she, along with Dr. Hewitt and Mrs. Donato, participated in the ED-RED's Virtual Legislative Summit on January 22. It was an informative session that offered an opportunity to interface with state legislators.

COMMUNICATION

Communications Director Terry Ryan provided an update on the month's activities including the publication of the bi-annual community newsletter, the initial rollout of the mobile app and the opening of the 5Essentials Survey on Feb. 3. In addition, newspaper clippings, Matter of Fact and Board Briefs were shared.

NSSSED

Member Gilmore reported on a discussion at the most recent NSSSED board meeting on the topic of early childhood education. Some Northfield Township school districts are taking over administration of their early childhood program. Over the past several years, many school districts in the cooperative, including District 28, have taken over administration of early childhood and educational life skills programs. These types of changes have financial ramifications for the organization. After discussion, Member Gilmore said there would be more information on NSSSED's financial standing and mission going forward at their next meeting.

Standing Committees **(SAF)**

SAF Minutes of the December 16 meeting were shared. Member Kohler said the teachers have been incredibly professional and willing to help solve problems presented by the pandemic.

CLOSED SESSION

(In)

At 8:14 p.m., it was moved by Member Silver-Schack and seconded by Member Gross that the Board of Education go into Closed Session to discuss the following:

- (1) The appointment, employment, compensation, of specific employees of the District;
- (2) Student disciplinary cases and matters relating to individual students:
- (3) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes, as authorized law.

On a roll call vote, the following members voted Aye: Members Silver-Schack, Gross, Gallinson, Gilmore, Forchetti, Kohler, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

(Out)

At 8:30 p.m., it was moved by Member Silver-Schack and seconded by Member Gross that the Board return to open session.

On a roll call vote, the following members voted Aye: Members Silver-Schack, Gross, Gallinson, Gilmore, Forchetti, Kohler, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

ADJOURNMENT

At 8:31 p.m., it was moved by Member Gilmore and seconded by Member Gallinson that the meeting adjourn.

On a roll call vote, the following voted Aye: Members Gilmore, Gallinson, Kohler, Silver-Schack, Gross, Forchetti, and Katz-Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

Larry A. Hewitt, Secretary

Tracy Katz Muhl, President