

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, FEBRUARY 23, 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 on Tuesday evening, February 23, 2021.

President Katz Muhl called the meeting to order at 7:00 p.m. with the following members present at roll call:

Jennifer Gallinson  
Michael Gilmore  
Louis Gross  
Michelle Kohler  
Mara Silver-Schack  
Tracy Katz Muhl  
Tony Forchetti (joined at 7:04 p.m. due to technical issues)

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, District Computer Technician.

**VISITOR'S COMMENTS**

No comments were submitted.

**SUPERINTENDENT'S REPORT**  
**(Board Calendar)**

The Board reviewed scheduled topics and reports for upcoming board meetings.

**(Enrollment Report)**

Dr. Hewitt noted that enrollment has increased by 22 students. Seventeen of those students are newly enrolled in the Early Childhood Program. Also reflected in the report are students who switched between in-person and remote learning for the second semester.

**(Community Health Metrics)**

Dr. Hewitt presented an overview of the Northfield Township COVID-19 Elementary School Public Health Dashboard, which shows a decrease in the local area's case positivity rate. He noted that case numbers for District 28 are unchanged. The metrics for travel guidance has been updated by Cook County Department of Public Health and City of Chicago. Guidance has reduced the travel quarantine from 14 days to 10 days. There are a number of states in which the positivity rates have dropped below 15 per 100,000. The travel quarantine is no longer required for those states. The public health travel guidance will be updated bi-weekly.

**(Adaptive Pause After Spring Break)**

Since travel guidance has reduced the quarantine from 14 days to 10 days, the district can reduce the post-spring break adaptive pause. In-person instruction can resume Thursday, April 8. Dr. Hewitt said his goal continues to be to cancel the adaptive pause completely. This can be accomplished if more states move to "yellow" or if the travel ban is cancelled completely. Conversely, he is working to provide day care options during the pause to parents who have no option for their children. Currently there are 36 children signed up. There will be a fee attached to the care, but it will be only to cover costs.

**(State of 28)**

Dr. Hewitt presented the "State of 28" annual report, which provides key information about the district using longitudinal data in several areas, including programs, demographics, and finances. Specific data included enrollment, special education and English learners services, revenue and expenditures, state and federal grants, and fund balance.

Areas of focus this year include implementing the third and final year of the Learning First technology initiative; new math, English language arts, and social studies curricula; a new STEM lab at the junior high; new communication tools; cyber security enhancements; and mission/vision statement for diversity, equity and inclusion for the district. The report concluded with a list of issues the district is monitoring and tracking for their potential future impact on the district.

**APPROVAL OF MINUTES**

It was moved by Member Kohler and seconded by Member Gilmore that the Board of Education approve the Regular Meeting minutes of January 26, 2021, and the Closed Session minutes of January 26, 2021, since members had each previously been sent copies.

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

**APPROVAL OF CONSENT AGENDA ITEMS**

It was moved by Member Gross and seconded by Member Silver-Schack that the Board of Education approve the Consent Agenda:

**(Payroll – last half January 2021 and first half of February 2021)**

the payment of employee salaries for the last half of January 2021, in the amount of \$ 1,148,364.90 and covered by check numbers 65124 through 65143, and deduction check numbers 65144 through 65161, 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 February 23, 2021;

the payment of employee salaries for the first half of February 2021, in the amount of \$ 1,231,849.47 and covered by check numbers 65162 through 65185, and deduction check numbers 65186 through 65194, 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 February 23, 2021;

**(Bills)**

vendor invoices totaling \$247,015.67 and Warrants listed as Numbers 56211 through 56327, and with the following voids: 56131,56163 and 56217, confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated February 23, 2021.

**(Personnel Report: Contract Changes, Employment of Staff, Leaves, Resignations, Job Share)**

**Leaves**

Rebecca Stowell	WM	3 <sup>rd</sup> Grade Teacher
-----------------	----	-------------------------------

**Job Share**

Brittany Farris	MB	1 <sup>st</sup> gr. Teacher
Terese Rick	MB	1 <sup>st</sup> gr. Teacher
Jodi Siglin	GB	2 <sup>nd</sup> gr. Teacher
Liz Weir	GB	2 <sup>nd</sup> gr. Teacher

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)**

CSBO Jessica Donato presented the financial report, including the monthly financials, food service sales, preliminary insurance renewal rates, an update of the summer roofing project, as well as state and federal required reports.

It was moved by Member Forchetti and seconded by Member Gallinson to approve the financial report as presented.

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

**BUILDINGS and GROUNDS**

No report.

**LEGISLATION**  
**(Legislative Update)**

No report.

**NSSSED**

Member Gilmore reported that at the last leadership council meeting NSSSED proposed a special assessment of 2.5% of billed expenses for each district for COVID-related expenses and 3.5% for the cost to guarantee placement of students next year. The district superintendents and business managers of member districts have a meeting scheduled with NSSSED to further understand the details of the special assessments.

**COMMUNICATION**

Communications Director Terry Ryan reported that the mobile app has launched and publicity will continue to encourage parents and staff to download it. The district has met its response threshold to receive data on the Illinois 5Essentials Survey, which closes April 2. Analytics of Board of Education communications show steady engagement as compared to a year ago with about 65% to 72% open rates on electronic communications.

**STANDING COMMITTEES**

**(Economic Development Committee – EDC)**

Dr. Hewitt noted that he and Mrs. Donato recently attended the Village of Northbrook’s EDC joint meeting with the ICDC.

**(SAF)**

The SAF minutes from the January 20, 2021 meeting were provided as information.

**NEW BUSINESS**

President Katz Muhl noted that NBJH Principal Scott Meek is checking with the high school on the timeline for sending communications to 8<sup>th</sup> grade families. She requested this be placed on the March agenda to learn about updates and the process as modified due to the pandemic.

**ADJOURNMENT**

At 7:58 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, Forchetti, Kohler, Gross, Silver-Schack, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

---

Larry A. Hewitt, Secretary

---

Tracy Katz Muhl, President