

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, JULY 28, 2020

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held in the Northbrook Junior High School large gym for said district on Tuesday evening, July 28, 2020. The public was able to attend in-person or via a livestream through the District 28 YouTube Channel.

President Tracy Katz Muhl called the meeting to order at 7:10 p.m. with the following members present at roll call:

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

Absent: none.

Also present were Dr. Larry Hewitt, Superintendent, (via Zoom); Dr. Kris Raitzer, Assistant Superintendent; Jessica Donato, Chief School Business Official; Michelle Jackson, Director of Learning; Terry Ryan, Communications Director; and Ramsin Israel, District Computer Technician; Mike Szpisjak, Technology Support Specialist. Also present were Leslie Herbst, Brian Schuster, and Lauren Schuster, district parents.

VISITOR'S COMMENTS

Members of the public were encouraged to watch the board meeting via YouTube live stream and submit public comment online. Two comments were submitted and read aloud. One parent thanked the board for offering choice between in-person and remote learning. He added that extracurricular activities and before- and after-school care would also be beneficial. Another parent encouraged the board to consider a hybrid schedule of in-person and remote learning. There were three members of the public in attendance at the meeting. One parent addressed the board questioning the district's liability if school resumes in-person learning.

SUPERINTENDENT'S REPORT

Dr. Larry Hewitt provided an overview of work completed to reopen schools, including:

- Administration and staff continue to make progress on the tasks associated with reopening schools. School nurses, administrators, custodians, and the three task forces (Health/Safety, Teaching/Learning, and YE) are working on many details, impacting all aspects of operations. Additionally, several teacher teams and departments are meeting to plan and prepare.
- The most up-to-date information regarding reopening was sent out to parents and staff Friday, July 24, via the FAQ document.
- Parent decisions related to on-site or remote learning are due on July 28. Once we are able to analyze grade levels for the various schools, we will be able to determine teaching assignments for staff.
- The district is planning to hire a health aide for each building.

Dr. Hewitt also outlined six scenarios or conditions that would result in closing schools to in-person learning and require a fully online format. The district is also preparing for that situation by making sure students and staff have iPads and online tools at the beginning of the year to minimize transition.

Parent responses on selecting the learning choice for their students were due by noon today, and 98 percent had responded. Based on those responses, planning is underway: 22 percent selected remote learning, 77 percent selected in-person and 1 percent un-enrolled.

Dr. Hewitt is working with the administrative team to address staff questions as both task forces continue to meet in preparation for the start of the school year. The Superintendent's Advisory Forum is holding a meeting on July 29 as another avenue for staff to ask questions.

Dr. Raitzer reported that the Teaching and Learning Task Force has developed guidance for teacher and launching lessons to help students and teachers use technology more effectively. There are 20 curriculum projects underway and more than 40 professional development sessions held this summer. All teachers will receive training in remote learning at the start of the school year.

Diversity and Inclusion -- The district is beginning work with BLINK consulting, an organization that specializes in collaborating with schools to critically and compassionately rethink diversity, equity and inclusion. BLINK consultant Allison Park is leading an online professional development seminar this week and will continue work that with the district that was delayed this spring due to school closure.

APPROVAL OF MINUTES

It was moved by Member Kohler and seconded by Member Silver-Schack that the Board of Education approve the Regular Meeting minutes of June 23, 2020, with corrections, since members had each previously been sent copies.

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

APPROVAL OF CONSENT AGENDA ITEMS

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

(Payroll – last half of June 2020 and first half of July 2020)

the payment of employee salaries for the last half of June 2020, in the amount of \$1,129,444.27 and covered by check numbers 64610 through 64633, and deduction check numbers 64644 through 64673, 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 July 28, 2020;

the payment of employee salaries for the first half of July 2020, in the amount of \$200,532.14 and covered by check numbers 64674 through 64679, and deduction check numbers 64680 through 64684, 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 July 28, 2020;

(Payroll – July & August, 2020 – Teachers)

the payment of employee salaries for the last half of June 2020, (7/15 summer checks) in the amount of \$781,724.49 and covered by check numbers 64634 through 64637, and deduction check numbers 64644 through 64673, 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 July 28, 2020;

the payment of employee salaries for the first half of July 2020 (7/31 Summer checks), in the amount of \$772,585.42 and covered by check numbers 64638 through 64640, and deduction check numbers 64644 through 64673, 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 July 28, 2020;

the payment of employee salaries for the last half of July 2020 (8/15 Summer checks), in the amount of \$766,115.25 and covered by check numbers 64641 through 64643 and deduction check numbers 64644 through 64673 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 July 28, 2020;

the payment of employee salaries for (summer school), in the amount of \$53,544.02 and covered by check numbers 0 through 0 and deduction check numbers 64644 through 64673, 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 July 28, 2020;

(Bills)

vendor invoices totaling \$1,149,165.67 and Warrants listed as Numbers 54954 through 55112, with the following voids 54728, 54910, 53619, and 55016, confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated July 28, 2020.

(Personnel Report: Contract Changes, Employment of Staff, Leaves, Resignations and Dismissals)

(New Hires)

Hector Barajas	NBJH	Groundskeeper	\$23.00/hr.
Jodi Berlinger	NBJH	Instructional Aide	\$15.71/hr.
Inah Chung	WM	2 nd Grade Aide	\$13.50/hr.
Nina Hahm	WM	5 th Grade Aide	\$13.50/hr.
Peter Jump	NBJH	Foundational Aide	\$15.00/hr.
Karson McEwen	WM	2 nd Grade Aide	\$13.50/hr.
Ann Martin	WM	School Nurse	B+12-12, \$67,003.00
Rina Rosenwasser	WM	Sp. Ed. Aide	\$15.00/hr.
Madison Seefeldt	WM	4 th Grade Aide	\$13.50/hr.

(Leaves)

Alissa Baque	WM	Kindergarten Teacher
Katie Schmitt	MB	2 nd Grade Teacher

(Contract Changes)

Rebecca Boston	NBJH	From Step B+24-09, \$62,939.00 to M+00-09, \$69,086.00.
----------------	------	---

Taylor J. Hoffman	WM	From Step M-00-02, \$56,036.00 prorated to 50%, \$28,018.00 to Step M+30-02, \$59,646.00 prorated to 50%, \$29,823.00
Jason M. Piechowiak	NBJH	From Step M+12-13, \$81,020.00 to Step M+30-13, \$84,060.00
Lauren Sadus	MB	From Step M+12-20, \$95,623.00 to Step M+30-20, \$102,167.00

(Resignations)

Jen Burke	GB	Adapted Physical Ed
George Galinsky	MB	Science
Jose A. Ortega	NBJH	Custodian
Amy Peisert	GB	Instructional Aide
Danielle Ramakrishnan	NBJH	Social Worker
Sherry Smith	WM	Instructional Aide

The following candidate chose not to accept the position for which they were hired:

Therese Zumba	WM	School Nurse
---------------	----	--------------

(Destruction of Closed Session Recordings)

the destruction of verbatim recordings of closed sessions that are 18 months or older and are dated 8/28/18 and 9/25/18.

On a roll call vote, the following voted Aye: Members Gross, Forchetti, Kohler, Silver-Schack, Gallinson, Gilmore, 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 June 30, 2020. The Finance Committee of the Whole meeting was

conducted earlier in the evening, beginning at 6:30 p.m. to review the tentative FY2021 budget.

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

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

EDUCATION

The update regarding curriculum and instruction planning for the new school year and summer professional development was provided in the superintendent's report.

BUILDINGS and GROUNDS

Chief School Business Official Jessica Donato provided a verbal update on the following summer projects: a new freezer installed in the Northbrook Junior High food service kitchen; renovation of the STEM lab at NBJH is awaiting flooring and furniture; and most of the physical work for the HVAC system improvements at Meadowbrook are complete.

It was moved by Member Gross and seconded by Member Silver –Schack that the Board approve Payout # 3 to Interactive Building Solutions.

(Payout #3 Interactive Building Solutions (IBS))

Payout #3 to Interactive Building Solutions (IBS) for the Meadowbrook HVAC Controls Upgrade Project reflects work completed through July 17, 2020, in the amount of \$45,864.

Original Contract Sum	\$ 193,500.00
Net Change by Change Orders	\$
Contract Sum to Date	\$ 193,500.00
Total Completed & Stored to Date	\$ 167,340.00
Retainage	\$ 16,734.00
Total Earned Less Retainage	\$ 150,606.00
Less Previous Certificates for Payment	\$ 104,742.00
Current Payment Due	\$ 45,864.60
Balance to Finish (including Retainage)	\$ 42,894.00

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

LEGISLATION
(Legislative Update)

No report.

COMMUNICATION

Communications Director Terry Ryan provided an update on the monthly communications activities related to parent and staff communication, local news articles and on implementing new website and notification systems for parents.

NSSSED

Member Gilmore provided an update the NSSSED's reopening plan as outlined by Dr. Schneider. A final plan is expected by July 31. He also reported that NSSSED did not receive any federal funding to support pandemic issues.

AD HOC Committees
(Economic Development Committee)(EDC)

The Board received the agenda and minutes from the July 8th meeting.

(Adoption of Tentative Budget)

During the Committee of the Whole meeting held earlier in the evening, Chief Financial Business Official Jessica Donato presented extensive information on the tentative 2020-21 budget, including revenues and expenditures for each fund within the budget. She also compared budgeted and actual expenses for the 2019-20 fiscal year. Board members had the opportunity to ask questions to clarify their understanding. In addition, the Board's Finance Committee reviewed the tentative budget in detail during a meeting held earlier in the month.

It was moved by Member Kohler and seconded by Member Gilmore that the Board of Education adopt the tentative budget for the period beginning July 1, 2020, and ending June 30, 2021, that it be placed on display for the period prescribed by law, and that a public hearing be held on September 22, 2020, and notice be published in the Northbrook Star, as required by law.

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.

NEW BUSINESS

None.

CLOSED SESSION

(In)

At 8:33 p.m., it was moved by Member Gross and seconded by Member Silver-Schack that the Board of Education go into Closed Session to discuss the following:

1. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District or legal counsel for the District, including testimony on a complaint lodged against an employee or legal counsel for the District to determine its validity as authorized 5ILCS 120/2 © (1), and
2. 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 mandated by Section 2.06.

All members present voted Aye. Absent: none. Motion carried.

(Out)

At 9:27 p.m. it was moved by Member Kohler and seconded by Member Gross that the Board of Education return to Regular Session.

All members present voted Aye. Absent: none. Motion carried.

NEW BUSINESS

Board members shared their willingness to return prior to the regular August 25th meeting to attend a special board meeting if it is needed.

ADJOURNMENT

At 9:34 p.m., it was moved by Member Silver-Schack and seconded by Member Gallinson that the meeting be adjourned.

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

Larry A. Hewitt, Secretary

Tracy Katz Muhl, President