

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, OCTOBER 27, 2020

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, October 27, 2020.

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

Tony Forchetti
Jen 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; Terry Ryan, Communications Director; Dr. Kelly Sculles, Director of Student Services; Michelle Jackson, Director of Learning; Ramsin Israel, District Computer Technician; Tim Gavin, Lauterbach & Amen, LLP, District auditor.

Visitor's Comments

No comments were submitted via a public form posted on the district website.

Auditor Presentation

Tim Gavin of Lauterbach & Amen LLP discussed the process and findings of the external audit conducted for the fiscal year ended June 30, 2020. The audit resulted in designating the district with the highest level of assurance. This designation means there are no shortcomings in how the district processes finances and that all the proper checks and balances are in place. In addition, the audit also provides an evaluation of the district's financial position. While the district is in sound financial health, the district did experience a \$2 million reduction in the fund reserves, with \$16 million remaining 'unrestricted' – or available to use at the board's discretion.

Public Hearing

(e-Learning in lieu of Emergency Days)

At 7:20 p.m., it was moved by Member Kohler and seconded by Member Gallinson to open the public hearing to discuss e-Learning in lieu of Emergency Days.

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

The district's e-Learning plan describes how remote instruction will be provided when the district would otherwise use an emergency day, due to inclement weather or other intermittent factors, or when remote learning or blended remote learning days are permitted by law. Dr. Hewitt noted there would be synchronous and asynchronous learning.

There were no comments submitted via a public form posted on the district website.

At 7:33 p.m., it was moved by Member Forchetti and seconded by Member Gilmore, that the Board close the public hearing.

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

Superintendent's Report (Resolution Adopting e-Learning)

It was moved by Member Gallinson and seconded by Member Silver-Schack that the Board approve the e-learning program.

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

(Board Calendar Review)

The Board reviewed the updated calendar of meetings.

(Changes for January)

Dr. Hewitt reported that parents will be making a choice for either in-person and remote learning between November 10 and November 17. Depending on the number of students changing, this may force adjustments to the junior high master schedule and elementary class rosters, depending on how many families change their selection.

Following discussion, it was determined that parents and staff should be surveyed on travel plans and attending large gatherings over both Thanksgiving and Winter breaks in order to provide additional information to determine the best course of action for in-person learning.

To ease the semester transition that will occur with students changing between in-person and remote learning, it was determined that moving to semester grades this year, in place of trimester grades, would best serve students and teachers.

Dr. Hewitt also noted that he is in contact with a molecular virologist who has developed a saliva screening test for schools. It is currently being used in two of the LaGrange school districts. He will continue researching this possibility.

(Community Health Metrics)

The updated *Northfield Township COVID-19 Elementary School Local Public Health Dashboard* was presented as information.

(IESA Application and Cooperative Team Agreement for Wrestling)

Districts 27, 28, 30, 31, and 34 have participated in a joint cooperative wrestling program since 2014. The new agreement extends the cooperative for another two years, through the 2021-22 school year.

It was moved by Member Forchetti and seconded by Member Gross that the Board approve the *IESA Application for Cooperative Team Sponsorship* and the *IESA Application for Cooperative Team Agreement*.

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

APPROVAL OF MINUTES

It was moved by Member Gross and seconded by Member Forchetti that the Board of Education approve the Regular Meeting and Closed Session minutes of September 22, 2020, since members had each previously been sent copies.

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.

APPROVAL OF CONSENT AGENDA ITEMS

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

(Payroll – last half of September 2020 and first half of October 2020)

the payment of employee salaries for the last half of September 2020, in the amount of \$ 1,242,295.38 and covered by check numbers 64802 through 64830, and deduction check numbers 64831 through 64853, 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 October 27, 2020;

the payment of employee salaries for the first half of October 2020, in the amount of \$1,247,006.83 and covered by check numbers 64854 through 64883, and deduction check numbers 64884 through 64892, 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 October 27, 2020;

(Bills)

vendor invoices totaling \$1,254,907.49 and Warrants listed as Numbers 55506 through 55768, with the following voids 55300, 55434, 55489, 55551 through 55553, and 55622, and confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated October 27, 2020;

(Personnel Report)

New Hire

Alecia Beagles	GB	4 th Grade Aide	\$13.50/hr.
Celeste Hernandez	MB & NBJH	Custodian	\$16.00 hr
Lauren Martinelli	NBJH	Remote Learning Aide	\$17.00 hr
Colleen Sanguinetti	WM	4 th Grade Aide	\$13.50 hr
Dimitri Vassilopoulos	NBJH	Tech Support Specialist	\$22.00/hr.

New Teacher

Alisa F. Kusnitzow	GB	Spanish Teacher	Step M+00-06 \$67,178.00 prorated to 34 days, \$49,460.47 effective 10/26/2020
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Contract Changes

Jennifer Moran	NBJH	From Step M+12-11, \$74,908.00 to Step M+30-11, \$77,718.00 effective 08/17/2020
Katherine Robison	MB	From Step B+12-06, \$57,019.00 to Step B+24-06, \$57,583.00 effective 08/17/2020
Mary Claire Seeberg	NBJH	From Step B+00-04, \$52,274.00 to Step M+00-04, \$59,680.00 effective 08/17/2020
Rebecca Stowell	WM	From Step M+00-15, \$82,460.00 to Step M+12-15, \$86,874.00 effective 08/17/2020
Brooke Valentine	NBJH	From Step B+00-06, \$55,316.00 to Step B+12-06, \$57,019.00 effective 08/17/2020

Extra Section Stipends

Nicole Koran	NBJH	Spanish Teacher	\$6,406.00
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Resignations

Arvin Gitman	WM	Instructional Assistant
Lisa Kramer	MB	Instructional Assistant
Tracy Link	MB	Instructional Assistant
Karson McEwen	WM	Instructional Assistant
Lauren Schuster	NBJH	Special Education Assistant
Ronit Shapiro	WM	Instructional Technology Coach
Mike Szpisjak	NBJH	Tech Support Specialist

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.

FINANCE
(Financial Report)

Chief School Business Official Jessica Donato presented the financial report including updates on expenditures, investments, food services sales and financial reports filed for September. She also provided an update on the North Shore University Health System tax exempt application. Districts 28, 31, and 225 are challenging its approval by the Illinois Department of Revenue and also working with

NorthShore to limit its impact on tax revenue. Mrs. Donato reported that the Dundee/Skokie Tax Increment Financing District (TIF) is performing well, while the Northbrook Court TIF has been temporarily paused due to the pandemic.

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

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

(State Library Grant)

Assistant Superintendent Dr. Kris Raitzer provided as information an application for FY21 School District Library Grant Program for state funds. Each year a different district school applies for the state grant. This year, Northbrook Junior High Librarian Claire Greene has applied to purchase a combination of e-books, digital audio books and physical books. The district should be notified in winter 2021 regarding grant approval.

(Annual Financial Statements and Independent Auditor's Report)

Having presented an overview of the audit earlier in the evening and the board members having had an opportunity to ask questions to further their understanding, the audit was presented for approval.

It was moved by Member Forchetti and seconded by Member Gross that the Board of Education approve the District's audit report by the auditing firm of Lauterbach & Amen LLP.

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

(Resolution of Estimated Property Tax Levy 2020)

Mrs. Donato presented the estimated property tax levy for 2020. The December 2019 CPI of 2.3% plus an additional 2.69% factored in for new growth brings the estimated levy to \$39,060,000. The final tax levy will be on the Board's December meeting agenda.

It was moved by Member Forchetti and seconded by Member Gross that the Board approve the 2020 Estimated Property Tax Levy resolution as presented.

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

Absent: none. Motion carried.

BUILDINGS and GROUNDS

(10 year Capital Improvement Plan)

Members Gross and Silver-Schack presented the 10-year Capital Improvement Plan with specific recommendations for the coming year. Members commented that an update to demographics for the area will help anticipate future classroom space needs. As possible projects for the coming year are further investigated, additional information will be reported to the Board.

(Final Payout # 5 – Interactive Building Solutions)

It was moved by Member Gross and seconded by Member Silver-Schack that the Board approve the final payout to Interactive Building Solutions in the amount of \$17,850 for the Meadowbrook HVAC Controls upgrade.

Payout #5 to Interactive Building Solutions for the Meadowbrook HVAC Controls Upgrade Project.

Original Contract Sum	\$ 178,500.00
Net Change by Change Orders	\$ 0
Contract Sum to Date	\$ 178,500.00
Total Completed & Stored to Date	\$ 178,500.00
Retainage	\$ 0
Total Earned Less Retainage	\$ 178,500.00
Less Previous Certificates for Payment	\$ 160,650.00
Current Payment Due	\$ 17,850.00
Balance to Finish (including Retainage)	\$ 0
Balance to Finish (including Retainage & Allowance)	\$ 0

On a roll call vote, the following voted Aye: Members Gross, Silver-Schack, Gallinson, Gilmore, Forchetti, Kohler and Katz-Muhl.

Legislation

President Katz Muhl said the outcome of the Fair Tax referendum on the November 3rd ballot will have the biggest impact on state education funding.

Policy

Member Gallinson presented the first reading of the Illinois Association of School Board Policies PRESS 103: 2:125, 2:125 E1, 2:125 E2, 2:160, 5:60, 5:60 E1, 5:60 E2, 5:280, 6:280, 7:70, 7:90, 8:10, 8:110; Issue 104 policies: 2:220, 4:180, 7:190, 7:340, and 7:345; and Issue 105 policies: 2:260, 2:265, 5:10, 5:20, 5:220, 5:330, 7:10, 7:20, 7:180, and 7:185.

(IASB Resolutions Committee Report)

The Board discussed the *IASB 2020 Resolutions Committee Report*. The IASB Delegate Assembly meeting is November 14. President Katz Muhl volunteered to serve as the Board's representative delegate.

Communications

Communication Director Terry Ryan shared recent district publications and news articles. She continues to work on the implementation of the new Blackboard Communications suite of tools.

NSSSED

Member Gilmore noted that NSSSED decided not to pivot to fully remote learning based on their case data.

Standing Committees

(EDC – Economic Development Committee)

The October meeting of the Economic Development Committee focused on the village's economic indicators, affordable housing and the climate action plan. Dr. Hewitt reported that the latest proposal for the development of Green Acres was not received well by the village. Additionally, some of the redevelopment plans for Northbrook Court are on hold due to the pandemic.

(SAF)

Member Kohler said the meeting focused on the challenges caused by the pandemic and working through the issues presented. Dr. Hewitt noted SAF promotes positive, healthy discussion among representation for the teachers, administrators and the Board of Education. Discussions and problem-solving that occur in SAF meetings are very valuable.

NEW BUSINESS

No new business.

CLOSED SESSION

(In)

At 9:26 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:

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 against legal counsel for the District to determine its validity and matters relating to individual students as authorized by 5ILCS 120/2 © (1)

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.

(Out)

At 9:57 p.m., it was moved by Member Gallinson and seconded by Member Gross that the Board of Education return to Regular Session.

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

ADJOURNMENT

At 9:57 p.m., it was moved by Member Silver-Schack and seconded by Member Gross that the meeting be adjourned.

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

Larry A. Hewitt, Secretary

Tracy Katz Muhl, President