

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, NORTHBROOK DISTRICT 28
HELD TUESDAY, APRIL 27, 2021

A regular meeting of the Board of Education, Northbrook District 28, Cook County, Illinois, was held via electronic format for said district on Tuesday evening, April 27, 2021. Board members and administration attended via an online Zoom video conference. The public was able to attend via a live stream audio link through the District 28 YouTube Channel.

President Tracy Katz Muhl called the meeting to order at 7:22 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; Dr. Kelly Sculles, Director of Student Services; Michelle Jackson, Director of Learning; Terry Ryan, Communications Director; Ramsin Israel, District Computer Technician; and incoming Board members DeShawn Arms, Matt Cassidy, and Shweta Jinkala.

VISITORS COMMENTS

No comments were submitted via the online form.

SUPERINTENDENT'S REPORT
(Board Calendar, Enrollment Report and Community Health Metrics)

The Board reviewed scheduled topics and reports for upcoming board meetings. The enrollment report was accepted as presented. Dr. Hewitt reviewed current health metrics as compiled on the Northfield Township COVID-19 Elementary School Public Health Dashboard and the student absence reports for the month.

(School Year Update)

Dr. Hewitt reported that planning for the next school year is continuing with a survey of District 28 families. The district needs to know how many students will still require remote learning due to health reasons for 2021-22 in order to determine staffing, class sections, as well as what type of remote learning option is most viable.

(Diversity, Equity, Inclusion Committee Update)

The Committee began working in November and has one more meeting to finalize the mission/vision statement. Part of that work involved collecting comments from 36 staff members and parents in order to use their feedback to improve the statement. Dr. Hewitt expects to present the statement at the May board meeting.

(Summer Professional Learning Budget)

It is a longstanding commitment for the district to offer learning opportunities for district staff in the summer. This year's sessions were created based on a staff survey. Experts from the district as well as some outside consultants will lead this summer's sessions. A board member complimented the staff for reflecting the challenges of teaching during the pandemic in topics offered this summer.

It was moved by Member Kohler and seconded by Member Forchetti that the Board approve the summer professional learning budget as presented.

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

(Ratification of New Staff)

It was moved by Member Gross and seconded by Member Silver-Schack that the Board of Education approve the following contracts for employment for the 2021-22 school year, subject to the provisions of the Board policy pertaining to pension contributions, at the respective step and cash salary and TRS contribution (collectively known as "Salary"):

<u>NAME</u>	<u>SCHOOL</u>	<u>POSITION</u>	<u>STEP and LANE</u>
Eric DeMattia	NBJH	8 th Grade Math	B+00-05, \$55,007
Brigette Hurst	MB	Instructional Facilitator	M+00-11, \$74,094
Andrew Treiber	NBJH	7 th Grade Math	B+00-03, \$52,085

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.

(Resolution for Honorable Dismissal of Support Staff)

Due to the pandemic, several new positions were created for this school year and are anticipated to not be needed for 2021-22.

It was moved by Member Gallinson and seconded by Member Gilmore that the Board approve the Resolution for Dismissal of Education Support Personnel.

**RESOLUTION FOR DISMISSAL OF
EDUCATIONAL SUPPORT PERSONNEL**

WHEREAS, the Board of Education of Northbrook School District No. 28, Cook County, Illinois, (the “Board”) has determined that the educational support personnel set forth herein will be honorably dismissed as a result of the decision of the Board to decrease the number of educational support personnel employed by the Board or to discontinue some particular types of educational support service; and

WHEREAS, pursuant to Section 10-23.5 of the *Illinois School Code* (105 ILCS 5/10-23.5) the Board is required to give these educational support personnel written notice of honorable dismissal, stating the specific reasons therefor, not less than thirty (30) days prior to the employee’s dismissal date.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of Northbrook School District No. 28, Cook County, Illinois, as follows:

Section 1. That the following educational support personnel within the designated category of position are hereby honorably dismissed from employment in School District No. 28, effective June 2, 2021, and will not be re-employed for the 2021-2022 school term by reason of the decision of this Board of Education to decrease the

number of educational support personnel employed by the Board and to discontinue some particular types of educational support service:

<u>NAME</u>	<u>CATEGORY OF POSITION</u>
Sara Toland	Elementary Special Education Aide
Rina Rosenwasser	Elementary Special Education Aide
Lauren Martinelli	Junior High Special Education Aide
Courtney Risinger	Foundational Elem. Special Ed Aide
Sulayman Qazi	Elementary 1-on-1 Aide
Soo Cho	Young Explorers Program Aide
Lisa Nockels	Young Explorers Program Aide
Elise Grossman	Young Explorers Program Aide
Alecia Beagles	Elementary Aide
Pamela Mohrdieck	Elementary Aide
Helene Moy	Elementary Aide
Liberty Walls	Elementary Aide
Kimberly Yen	Elementary Aide
Donna Fox	Elementary Aide
Caroline McElvain	Elementary Aide
Seth Rosenbaum	Elementary Aide
Jennifer Turk	Elementary Aide
Rebecca Chagas	Elementary Aide
Ann Christoff	Elementary Aide
Inah Chung	Elementary Aide
Amanda Dziadus	Elementary Aide
Paula Kolar	Elementary Aide
Mackenzie McGrath	Elementary Aide
Hayley Porcaro	Elementary Aide
Colleen Sanguinetti	Elementary Aide
Madison Seefeldt	Elementary Aide
Revathi Sekar	Elementary Aide
Katherine Stahl	Elementary Aide
Grace Lombardo	Health Aide
Julie Sherman	Health Aide
Jason Doppelt	Staff Childcare Coordinator
Vasiliki Karabatsos	EL Aide

Section 2. That the President and Secretary of the Board are hereby authorized and directed to give these educational support personnel written notice of the

Board's decision to honorably dismiss them and not re-employ them for the 2021-2022 school term.

The notices will be sent by certified mail, return receipt requested, and regular mail at least thirty (30) days prior to the employees' respective dismissal dates and further, the notice and statement of honorable dismissal will be substantially in the form of Exhibit 1 attached hereto.

Section 3. That the Superintendent or designee will also personally deliver a copy of the Notice to the educational support personnel at least thirty (30) days prior to the employees' respective dismissal dates .

Section 4. That this Resolution will be in full force and effect immediately upon its passage.

Member Gallinson moved for the adoption of the Resolution and Member Gilmore seconded it. Upon roll call vote, the members voted as follows:

ADOPTED THIS 27th day of April, 2021, by the following vote:

AYES: Gallinson, Gilmore, Forchetti, Kohler, Gross, Silver-Schack, and Katz Muhl.

NAYS: None.

ABSENT: None.

President, Board of Education

ATTEST:

Secretary, Board of Education

APPROVAL OF MINUTES

It was moved by Member Kohler and seconded by Member Gross that the Board of Education approve the Regular Meeting minutes of March 16, 2021, and Closed Session minutes of March 16, 2021, since members had each previously been sent copies.

On a roll call vote, the following voted Aye: Members Kohler, Gross, Silver-Schack, Gallinson, Forchetti, 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 Gallinson that the Board of Education approve the Consent Agenda as presented:

(Payroll – last half of March 2021 and first half of April 2021)

the payment of employee salaries for the last half of March 2021, in the amount of \$1,243,908.64 and covered by check numbers 65265 through 65288, and deduction check numbers 65289 through 65307, 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 April 27, 2021;

the payment of employee salaries for the first half of April 2021, in the amount of \$ 1,238,764.51 and covered by check numbers 65308 through 65334, and deduction check numbers 65335 through 65343, 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 April 27, 2021;

(Bills)

vendor invoices totaling \$875,876.01 and Warrants listed as Numbers 56406 through 56623, and with the following voids 56014, 56336 and 56497 confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated April 27, 2021.

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

Re- Hire

Alissa F. Kusnitzow	GB	Spanish Teacher	M+00-09, \$70,054
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Leaves

Jeremy Bartunek	GB	Music Teacher
Lindsay Krieschen	MB	Psychologist

Resignations

Anne Marie Casserly	MB	KidCare Coordinator
Lucy Folland	GB	5 th Grade Aide
Georgia Gikunoo	NBJH	8 th Grade Spanish
Wendy Gould	MB	3 rd Grade Aide
Peter Jump	NBJH	Foundational Aide
Shala Regenbaum	NBJH	Special Education Aide
Jennifer Rogowin	WM	5 th Grade Teacher
Jill Silverman	NBJH	Social Worker – effective 4-12-21
Kiley Sullivan	MB	5 th Grade Aide
Heidi Uhl	NBJH	8 th Grade Math

(Ratification of Salary Schedule and Certified Personnel Contracts, 2021-22)

Certified personnel salary schedule for the 2021-22 school year, as attached and made part of these minutes;

(Certified Personnel Benefits, 2021-22)

the 2021-22 Certified Personnel Benefits, as attached to and made part of these minutes;

(Support Personnel Salary Ranges, 2021-22)

the 2021-22 Support Personnel Salary Ranges, as attached to and made part of these minutes;

(Support Personnel Benefits, 2021-22)

the 2021-22 Support Personnel Benefits, as attached to and made part of these minutes;

(Extra Duty Pay Stipends, 2021-22)

the 2021-22 Extra Duty Pay Stipends, as attached to and made part of these minutes for the school year;

On a roll call vote, the following voted Aye: Members Kohler, Gross, Silver-Schack, Gallinson, Gilmore, 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 food services sales, Organic Life contract extension, educational support personnel increases for 2021-22, optional student accident insurance for 2021-22, Engage Education Framework proposal for SOPPA Compliance, district-owned rental property lease update, and local, state and federal reporting requirements.

Mrs. Donato commented that she is working with Organic Life to monitor food service regulations related to the pandemic to determine when a return to normal operations is possible. Regarding overall pandemic costs, a board member requested Mrs. Donato review the largest expenses at a future meeting, as well as what costs are expected to be carried over into the next school year. A member also asked how next year's support staff costs compare to the year previous to the pandemic, which Mrs. Donato will research and report her findings.

It was moved by Member Forchetti and seconded by Member Gross that the Board accept the District 28 Financial Report for the period ending March 2021.

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.

(Intergovernmental Agreement)

The intergovernmental agreement to establish the Northfield Township Technology Consortium was first established on March 17, 2014 to secure internet access and wholesale pricing for the members. This agreement is up for renewal.

It was moved by Member Kohler and seconded by Member Silver-Schack that the Board approve the Northfield Township Technology Consortium agreement.

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

BUILDINGS and GROUNDS

(Building Automation System Controls Upgrade Proposal)

It was moved by Member Gross and seconded by Member Gilmore that the Board accept the proposal for \$36,500.00 from Interactive Building Solutions for the Building Automation System (BAS) upgrade at Greenbriar and Northbrook Junior High to be completed during the summer of 2021 and authorize the Superintendent and/or his designee to execute a contract on behalf of the District.

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

(Building Security Systems Upgrade Proposal)

There are several security system improvements at the school buildings that will be addressed in the proposed system upgrade, including resolving cyber security issues, replacing end-of-life equipment, enhancing door monitoring, and improving motion detection. The proposal also includes an updated public address system for NBJH.

It was moved by Member Gross and seconded by Member Forchetti that the Board approve the revised proposal from Esscoe in the amount of \$198,627 for the Security System Upgrade and authorize the Superintendent and/or his designee to execute a contract on behalf of the District.

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.

(Greenbriar and NBJH Roofing Project Bid)

Based on roof inspections by Tremco, it was determined that sections of the roofs at Greenbriar and NBJH should be replaced this summer. The project was publicly bid with the bid opening held on April 15, 2021. J.L. Adler Roofing and Sheet Metal Inc. was the lowest responsible bidder at \$509,700. The District's architect recommends awarding the contract to J.L. Adler.

It was moved by Member Silver-Schack and seconded by Member Gross that the Board accept the bid from JL Adler Roofing & Sheet Metal Inc. for the Roofing Replacement Project at Greenbriar and NBJH and authorize the Superintendent

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

LEGISLATION
(Legislative Update)

President Katz Muhl noted there was a bill to study consolidation of local governments but it did not pass. There will be updates next month on progress of bills that have been voted out of committees.

COMMUNICATIONS

Communications Director Terry Ryan highlighted activities of the month, including a change in how retirees are recognized since the Celebrate 28 banquet is still not possible given the pandemic. Mrs. Ryan also reported on the District's partnership with CATCH to host a parenting skills workshop with Dr. Ross Greene on May 4.

NSSSED

Member Gilmore reported that NSSSED reduced its end-of-the-year surcharge to member districts associated with COVID expenses and loss of enrollment. It instituted \$500,000 in personnel cuts and anticipates program tuition rates will drop for next year. He also reported that the Northfield Township Superintendents remain concerned about the cooperative's long-term sustainability and high tuition rates. Member Silver-Schack will serve as the new Board's NSSSED rep and reported that the rebranding of NSSSED to TrueNorth Educational Cooperative 804 will go into effect on July 1, 2021.

AD HOC Committees

(EDC)

The agenda and minutes from the April 14, 2021 meeting were shared.

(SAF)

The summary from the SAF meeting, which was held on Wednesday, March 18, 2021, was provided as information.

NEW BUSINESS

President Katz Muhl and Superintendent Larry Hewitt thanked outgoing board members Tony Forchetti, Michael Gilmore, and Lou Gross for the contributions and personal expertise they brought to the board. Member Forchetti retired from

the board after serving 12 years, while Members Gilmore and Gross both served 8 years.

ADJOURNEMENT SINE DIE

There being no further business before the retiring Board of Education, at 8:45 p.m., it was moved by Member Forchetti and seconded by Members Gilmore and Gross that the Board adjourn Sine Die.

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

ORGANIZATIONAL BOARD MEETING **(Announcement of the Results)**

Dr. Larry Hewitt read the Cook County Consolidated Election results, which identified the winners of the school board election. The canvas from Cook County Clerk's Office of the April 6, 2021 Consolidated Election for Northbrook School District 28 reported the following vote totals:

DeShawn Arms 2,193
Shweta Jinkala, 2,169
Jennifer Gallinson 2,284
Matt Cassidy 2,238

(Oath-of-Office)

Led by Tracy Katz Muhl, the newly elected school board members DeShawn Arms, Shweta Jinkala, Jennifer Gallinson and Matt Cassidy recited the Oath of Office.

NEW BOARD REORGANIZATION

(Election of President Pro Tem)

It was moved by Member Katz Muhl and seconded by Member Kohler that Member Silver-Schack be appointed to serve as President Pro Tem.

On a voice vote, all members voted Aye. Nay: none. Motion carried.

(Election Of Secretary Pro Tem)

It was moved by President Pro Tem Mara Silver-Schack and seconded by Member Cassidy that Larry Hewitt be appointed to serve as Secretary Pro Tem.

On a voice vote, all members voted Aye: Nay: none. Motion carried.

(Call to Order)

President Pro Tem Silver-Schack called the organizational meeting to order at 8:52 p.m. with the following members present at roll call:

DeShawn Arms
Matt Cassidy
Jennifer Gallinson
Shweta Jinkala
Michelle Kohler
Mara Silver-Schack
Tracy Katz Muhl

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 Coordinator; and Ramsin Israel, District Computer Technician.

(Election of President)

It was moved by Member Kohler and seconded by Member Gallinson to nominate Member Katz Muhl to serve as President for a term of two years. There being no further nominations, nominations were closed.

There being only one nomination, Member Katz Muhl was elected President by acclamation.

(Election of Vice President)

A motion was made by Member Silver-Schack to nominate Member Kohler to serve as Vice President of the new Board. As no other members were nominated, Member Kohler was elected Vice President by acclamation.

(Election of Secretary)

A motion was made by Member Kohler to nominate Member Gallinson to serve as Secretary for a two-year term. No other nominations were made. Member Gallinson was elected Secretary by acclamation.

(Time, Place and Dates of Regular Meetings)

It was moved by Member Cassidy and seconded by Member Arms that the Board approve the tentative calendar of regular Board meetings for 2021-22 and 2022-23.

The monthly meeting dates will be the fourth Tuesday of the month at 7 p.m., with a few standard exceptions. The meeting dates will be posted on the District website.

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

(Committee Assignments)

Dr. Hewitt provided Board members with a list and description of the various committees with Board member representation. Members are to contact President Katz Muhl with their preferences.

(IASB Board Workshop)

President Katz Muhl shared that past boards have participated in a training workshop by the Illinois Association of School Boards and found it helpful. The Board confirmed its desire to participate in the workshop. Dr. Hewitt will request available dates from the organization to schedule a workshop for the new board.

CLOSED SESSION

(In)

At 9:03 p.m., it was moved by Member Kohler 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 or 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 as authorized by 5ILCS 120/2(c)(1), and
2. Deliberations concerning salary schedules for one or more classes of employees as authorized by 5ILCS 120/2(c)(2).

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

(Out)

At 9:26 p.m., it was moved by Member Arms and seconded by Member Gallinson that the meeting return to Regular Session.

On a roll call vote the following vote Aye: Members Arms, Gallinson, Cassidy, Jinkala, Kohler, Silver-Schack, and Katz Muhl. Nay: none. Absent: none. Motion carried.

ADJOURNMENT

At 9:27 p.m., it was moved by Member Silver-Schack and seconded by Member Cassidy that the meeting adjourn.

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

Jennifer Gallinson, Secretary

Tracy Katz Muhl, President