

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, DECEMBER 15, 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, December 15, 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  
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; Ramsin Israel, District Computer Technician.

**VISITOR'S COMMENTS**

Dr. Hewitt read aloud a comment that was submitted by an anonymous District 28 teacher regarding non-payment of duty stipends to teachers during the adaptive pause to remote learning.

**SUPERINTENDENT'S REPORT**

**(Response to public comment)**

Dr. Hewitt noted that the issue presented in the public comment was being reviewed by the district's Compensation Committee. The staff received communication regarding the topics being covered by the committee in November. The stipend pay has been suspended because the duties are not being performed while the district is in fully remote learning. He said the work of the committee is not made public until final consensus and approval by the Board of Education. A resolution will be announced in the second half of the year.

**(Board Calendar Review)**

The Board reviewed the updated calendar of meetings.

**(Enrollment Report)**

The enrollment report for November 2020 was provided as information.

**(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, but that it still remains high. He said the district intends to resume in-person learning on January 19. However, just like the start of the year, circumstances could require a pivot back to remote learning at any time. He said the district will continue to monitor metrics and have mitigation plans in place as we prepare to welcome back students on January 19.

**(Diversity, Equity and Inclusion Committee)**

The DEI Committee, facilitated by Alison Park of Blink Consulting, has met twice thus far: November 19 and December 7. The committee will continue meeting monthly through May.

**(2020-21 School Calendar)**

There were no changes to the proposed 2021-22 calendar as presented last month. The first Teacher Institute Day will be on Tuesday, August 17 and the first day for students on Thursday, August 29. The last day of school is tentatively set for June 1.

It was moved by Member Kohler and seconded by Member Gilmore that the Board approve the 2021-22 School Calendar.

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.

**PUBLIC HEARING**  
**(Tax Levy Hearing)**

It was moved by Member Kohler and seconded by Member Silver-Schack that the Tax Levy Hearing be opened at 7:20 p.m.

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

The Board of Education called for a hearing on the tax levy to provide the community with information about the 2020 levy (to be collected in 2021) and review any comments from the community. During the hearing, Chief School Business Official (CSBO) Jessica Donato presented an overview of the process for determining the levy and the factors that influence the figures. No public comments were submitted.

At 7:31 p.m., after a review and there being no further questions, it was moved by Member Forchetti and seconded by Member Gallinson that the hearing on the 2020 Tax Levy close.

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

### **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 November 24, 2020, 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 Silver-Schack and seconded by Member Gallinson that the Board of Education approve the Consent Agenda as presented:

#### **(Payroll – last half of November 2020)**

the payment of employee salaries for the last half of November 2020, in the amount of \$ 1,231,107.31 and covered by check numbers 64977 through 65003, and deduction check numbers 65004 through 65021, 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 December 15, 2020;

the payment of employee salaries for the first half of December 2020, in the amount of \$ 1,254,853.74 and covered by check numbers 65022 through 65047, and deduction check numbers 65048 through 65056, 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 December 15, 2020;

**(Bills)**

vendor invoices totaling \$215,584.70 and Warrants listed as Numbers 55919 through 56012, and with the following voids listed as 55875 and 55889 confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated December 15, 2020;

**(Personnel Report)**

**New Hires**

Bari DeGraff-Korner      WM      1-on-1 Aide    \$15.00/hr.

**Contract Changes**

Vasiliki Karabatsos      GB      EL Teacher      From Long term sub  
\$269.33 per day x 84  
days = \$22,623.73 (Aug  
18-Dec18) to Step B+00-  
01, \$49,018.00 prorated to  
98 days, \$26,394.23  
effective 01/04/2021.

Vicky Mazur      DO      District Data      From \$27.37/hr. to  
Specialist \$29.31/hr.  
effective January 1, 2021.

**Leaves**

Kristin Cash	GB	Spanish Teacher RLA
Kate Gilman	WM YE	Occupational Therapist
Jennifer Moran	NBJH	8 <sup>th</sup> Grade LA - RLA
Terese Rick	MB	First Grade

**Resignations**

Emily Dischinger      NBJH      Special Education Assistant

On a roll call vote, the following voted Aye: Members Silver-Schack, Gallinson, Gilmore, Forchetti, Kohler, Gross, 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 November 2020. Chief School Business Official Jessica Donato presented the financial report including updates on expenditures, investments, food services sales and financial reports filed for November. Liability Insurance

Renewal will increase 12.6% from last year. She presented a draft settlement and release agreement for North Shore University Health System for information purposes and a buildings and grounds update. The district is reviewing options to place air purifiers in strategic locations within the school where different cohorts of students will be eating lunch together at a cost of approximately \$5,000 to \$7,500 per elementary school and \$12,500 for NBJH.

It was moved by Member Forchetti and seconded by Member Kohler that the Board approve the District 28 Financial Report for the period ending November 30, 2020.

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.

**(Tax Levy Adoption)**

CSBO Jessica Donato provided a brief review of factors that impact the levy calculation during the Tax Levy Hearing. Board members asked questions at that time to further their understanding.

It was moved by Member Gross and seconded by Member Gilmore that the Certificate of Tax Levy be adopted and attached to and made part of these minutes.

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

**(Tax Levy Extension Resolution)**

It was moved by Member Gallinson and seconded by Member Silver-Schack that the Board adopt the 2020 Tax Levy Extension Resolution as presented:

IT IS HEREBY RESOLVED by the Board of Education of Northbrook School District 28, County of Cook, State of Illinois, that the following:

1. The Cook County Clerk is hereby directed to extend from the 2020 Levy no less than the amounts indicated as follows:

Education .....	\$33,540,000
Building (Operations & Maintenance) .....	2,950,000
Transportation .....	1,200,000
IMRF .....	640,000
Social Security .....	730,000
Working Cash Funds.....	0

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**

Dr. Hewitt reported that the Buildings and Grounds Committee will meet early next year to look at upcoming work for the summer season. Member Forchetti noted that there were some emergency calls related to building boilers, and asked if they were listed as future projects. Mrs. Donato noted that the boilers are part of the capital improvement watch list.

### **LEGISLATION**

Mrs. Donato reported that the ED-RED meeting focused on the failure of the state fair tax amendment, indicating that the state is going to need to make up revenue the amendment would have produced.

### **COMMUNICATION**

Communications Director Terry Ryan reported that the District 28 mobile app has been submitted to Apple and Google for approval. She also shared analytics on Board Briefs and the board meetings streamed on the district YouTube channel.

### **NSSSED**

Member Gilmore reported that NSSSED has experienced an enrollment shortfall due to COVID-19, and faced a budget shortfall of \$1.8 million in addition to unbudgeted COVID expenses. In order to mitigate the shortfall, the organization has implemented a hiring freeze, put tighter controls on expenses, and is exploring grant opportunities.

### **Standing Committees**

#### **(SAF)**

Minutes of the November 18, 2020 meeting were presented as information. The committee meets again Wednesday, December 16, 2020.

### **NEW BUSINESS**

Member Kohler asked that there be an update on the district dashboard that was being developed last year.

**CLOSED SESSION**

None.

**ADJOURNMENT**

At 7:51 p.m., it was moved by Member Kohler and seconded by Member Gilmore that the meeting be adjourned.

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

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Larry A. Hewitt, Secretary

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Tracy Katz Muhl, President