

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, SEPTEMBER 22, 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, September 22, 2020.

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

Michelle Kohler
Lou Gross
Mara Silver-Schack
Tony Forchetti
Michael Gilmore
Jennifer Gallinson
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; Dr. Scott Meek, NBJH Principal; and Ramsin Israel, District Computer Technician.

VISITOR'S COMMENTS/PRESENTATIONS

Four comments were submitted via the electronic public comment form posted on the district website. Dr. Hewitt read the comments for the audio recording: A staff member commented that some staff are concerned about a few large class sizes for both in-person and remote learning.

A parent wrote to thank the administration at NBJH for managing RLA and in-person learning. RLA teachers should be recognized for their work in keeping curriculum aligned with in-person curriculum. She also expressed concern over a few scheduling challenges and large class sizes at both the junior high and elementary RLA.

A parent expressed appreciation for the efforts of the teachers and staff to provide a fully in-person option for students.

A staff member commented on the difficulties of handling the challenging tasks of maintaining social distancing among young students and ensuring all students keep on their face coverings.

SUPERINTENDENT'S REPORT

Dr. Hewitt responded to the concerns raised in the visitors' comments regarding class size and scheduling. The teachers are doing a great job in these challenging circumstances. Dr. Meek is continuing to search for solutions to alleviate some large classes that resulted from the complexities of scheduling in-person and remote learning. He is looking for solutions within the schedule but also seeking part-time teachers to help alleviate the overflow. Some of the larger classes at the elementary schools occurred when new students moved into the district. The larger classes were moved to the larger rooms to maintain social distancing.

Dr. Hewitt said he still plans to survey teachers again in the coming weeks about their positions on workload and stress. Planning for next semester will start sooner than he stated in July to determine if there are a large number of families who want to change between remote learning and in-person learning. If there is a big shift either way, classes and schedules may have to be reconfigured. He will share this timeline with parents in the coming weeks.

Additionally, the Compensation Committee will begin its work in October based on a staff survey and feedback. The tech department is also working to provide substitute teachers support so they can serve as remote learning substitutes as needed.

2020/21 BUDGET HEARING

Annually the Board of Education presents a legal budget, and after the required 30-day period for public access, the Board of Education calls for a hearing in order to receive public comment.

It was moved by Member Gross and seconded by Member Silver-Schack that the public hearing on the legal budget for 2020-21 open at 7:52 p.m.

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

Chief School Business Official Jessica Donato provided an overview of the 2020-21 budget. The district has spent more than \$1 million on pandemic-related expenses, including PPE and cleaning supplies, outdoor wifi enhancement, tent rentals, health certification software, offsite storage, additional teachers, health aides, custodians and teacher stipends for extra duties. Capital projects of \$400,000 were also completed this summer, including a new STEM lab at the

junior high and updated HVAC system controls at Meadowbrook. The pandemic expenses, capital projects and contingency funds result in a \$2 million projected deficit in the \$45 million budget. Board policy requires the district to maintain fund balances of 50% to 75% of the annual budget. This year's spending will draw the balance slightly below the 50% threshold. The board agreed to have the Finance Committee provide projections on how to rebuild the fund balance.

There was no public comment submitted via the electronic form.

Upon completion of the question-and-answer period, it was moved by Member Forchetti and seconded by Member Gross that the budget hearing close at 8:15 p.m.

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

SUPERINTENDENT'S REPORT (continued)

Dr. Raitzer reviewed the professional development sessions held over the summer and the funds expended. Dr. Hewitt reviewed the September student enrollment report. He also introduced a draft of a community health dashboard being developed by the township elementary school districts to help guide discussion with the Cook County Department of Public Health regarding COVID-19 cases. The dashboard will track weekly cases, positivity rate, case increases and youth cases. The metrics will help in decision-making about if and when a transition to remote learning should occur.

District Updating e-Learning Plan

While the district is authorized to operate remote learning under the governor's disaster proclamation, the district is required to update its plan to utilize e-learning in the case of a snow day or other intermittent situation. Previously, if school closed for inclement weather, for example, those days were made up at the end of the year. The district will hold a public hearing at the Oct. 27 board meeting to review the revised plan to utilize e-learning in lieu of a future emergency day.

Band/Orchestra/Choir Rehearsals Underway

The elementary and junior high bands and orchestras, along with the junior high chorus, started large group rehearsals the week of Sept. 7. This is being accomplished outdoors with special masks, bell covers for instruments and socially-distanced seating. Both Remote Learning Academy students and in-person students have the option to participate. The music department is also continuing small group lessons for in-person and remote learning students. A total of 168 students are participating in band, 198 in orchestra and 57 in chorus.

Remote Learning Update

Dr. Kris Raitzer reported on the Remote Learning Academy communications and support. RLA teachers are working with students synchronously and asynchronously daily. Some parents have shared their experiences with principals, and the district is also planning to survey parents to provide feedback on how the experience can be improved. Dr. Hewitt reported that students who are quarantined from in-person instruction are participating via Google classroom and/or See Saw.

Diversity, Equity and Inclusion

The Board reviewed a contract with BLINK Consulting to resume diversity, equity and inclusion work this fall. Once a vision/philosophy statement is defined, an implementation plan will be developed.

It was moved by Member Kohler and seconded by Member Silver-Schack that the Board approve the contract with Blink Consulting.

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

APPROVAL OF MINUTES

It was moved by Member Gross and seconded by Member Gallinson that the Board of Education approve the Regular Meeting and Closed Session minutes of August 25, 2020, since members had each previously been sent copies.

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

APPROVAL OF CONSENT AGENDA ITEMS

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

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

the payment of employee salaries for the last half of August 2020, in the amount of \$ 1,090,077.99 and covered by check numbers 64721 through 64744, and deduction check numbers 64745 through 64761, 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 September 22, 2020;

the payment of employee salaries for the first half of September 2020, in the amount of \$1,323,875.53 and covered by check numbers 64762 through 64792, and deduction check numbers 64793 through 64801, 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 September 25, 2020;

(Bills)

vendor invoices totaling \$1,054,061.52 and Warrants listed as Numbers 55282 through 55505, with the following voids 55313 through 55361 and 55366. confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated September 22, 2020.

(Personnel Report: New Hires, Contract Changes and Resignations)

The Employment of Staff:

Amanda Dziadus	WM	4 th Grade Aide	\$13.50 hr.
Ma Hilda Escalera Fonseca	NBJH	Custodaian	\$17.00 hr.
Donna Fox	MB	2 nd Grade Aide	\$13.50 hr.
Cynthia Miller	MB	3 rd Grade Aide	\$13.50 hr.
Haley Porcaro	RLA	5 th Grade Aide	\$13.50 hr.
Sulayman Qazi	MB	Sp. Ed. Aide	\$15.00 hr.

Contract Changes:

Alissa Baque	WM	M+12-12, \$77,904.00 to M+30-12, \$80,660.00 effective 08/17/2020
Lauren Israel	MB	M+00-06, \$63,362.00 to M+12-06, \$65,429.00 effective 8/17/2020
Michelle Lee	MB	M+12-04, \$61,434.00 to M+30-02, \$63,524.00 effective 08/17/2020
Laura Rzewnicki	WM	M+00-13, \$77,936.00 to M+12-13, \$81,020.00 effective 08/17/2020
Laura Scott	GB	M+00-04, \$59,680.00 to M+12-04, \$61,434.00 effective 08/17/2020
Katie Trier	WM	M+12-10, \$72,027.00 to M+30-10, \$75,473.00 effective 08/17/2020

Elizabeth Weir	GB	M+00-15, \$82,480.00 prorated to 53%, \$41,198.56 to M+12-15, \$86,874.00 prorated to 53%, \$46,564.46 effective 08/17/2020
Cassi Wojewnik	NBJH	M+00-07, \$65,270.00 to M+12-07, \$67,523.00 effective 08/17/2020

Extra Section Stipends

Bill Norris	MB	\$5,818.00
Samantha Panther	WM	\$5,252.00
Tom Rosebaum	GB	\$11,636.00
Tyler Tampier	MB	\$11,636.00
Tim Zinanni	GB	\$5,818.00

Resignations:

Michelle Hinca	GB	4 th Grade In-Person Aide
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On 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.

FINANCE

(Financial Report)

The Board of Education received copies of the District 28 Financial Report for the period ending August 2020. Mrs. Donato also provided updates on NBJH cafeteria sales, state-required compensation reports, and number of students signed up for bus service.

It was moved by Member Gilmore and seconded by Member Gross that the Board accept the District 28 Financial Report for the period ending August 31, 2020.

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.

(Adoption of Budget for 2020-21) (Attachment A)

Having reviewed the budget and having concluded the public hearing, it was moved by Member Forchetti and seconded by Member Kohler that the Board of

Education adopt the budget for the 2020-21 fiscal year, as was on display and which is attached to and made part of these minutes.

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.

BUILDINGS and GROUNDS
(Payout #4 Interactive Building Solutions (IBS))

It was moved by Member Silver-Schack and seconded by Member Gross to approve Payout #4 for the Meadowbrook HVAC Controls Upgrade Project to Interactive Building Solutions (IBS) reflecting work complete in the amount of \$10,044.

Original Contract Sum	\$ 193,500.00
Net Change by Change Orders	\$
Contract Sum to Date	\$ 193,500.00
Total Completed & Stored to Date	\$ 178,500.00
Retainage	\$ 17,850.00
Total Earned Less Retainage	\$ 160,650.00
Less Previous Certificates for Payment	\$ 150,606.00
Current Payment Due	\$ 10,044.00
Balance to Finish (including Retainage)	\$ 32,850.00

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

LEGISLATION

The delegation for the Illinois Association of School Boards will be held remotely this year. President Katz Muhl noted the state's ability to fund schools equitably will be impacted by the outcome of the Fair Tax Referendum.

COMMUNICATION

Communications Director Terry Ryan presented an update on the implementation of a new website and mass notification system. She also noted two awards received from the Illinois Chapter of the National School Public Relations Association, one for a special purpose publication and the other for the 2019-20 parent communications campaign.

NSSSED

The NSSSED August 26, 2020 Leadership Council update was presented as information.

Standing Committees

(SAF)

The minutes from the SAF meeting, which was held on Wednesday, August 12, 2020, were provided as information.

NEW BUSINESS

Member Kohler inquired about procedures for Halloween. Dr. Hewitt said the elementary principals are informing parents that there will not be a parade but that students will be allowed to dress up for the day with socially- distanced activities occurring in the afternoon. The village has not announced its plans for Halloween.

CLOSED SESSION

At 9:25 p.m., Member Gross motioned to go into closed session, seconded by member Gilmore, to discuss the following:

1. The appointment, employment, compensation of specific Employees of the District, including testimony on a complaint lodged against an employee or against legal counsel for the District to determine the validity as authorized by 5ILCS 120/2 (c) (1),

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.

(Out)

At 9:51 p.m. it was moved by Member Gallinson and seconded by Member Silver-Schack that the Board of Education return to Regular Session.

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

ADJOURNMENT

At 9:52 p.m., it was moved by Member Gilmore and seconded by Member Gross that the meeting be adjourned.

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

Larry A. Hewitt, Secretary

Tracy Katz Muhl, President