

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, MARCH 14, 2023

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held in the Northbrook Junior High library in said district and streamed on the district's YouTube Channel on Tuesday evening, March 14, 2023.

Vice President Michelle Kohler called the meeting to order at 7:03 p.m. with the following members present at roll call:

DeShawn Arms
Matt Cassidy
Michelle Kohler
Mara Silver-Schack
Jennifer Gallinson
Beth Bazer

Absent: Tracy Katz Muhl

Also present were Dr. Jason Pearson, Superintendent; Dr. Kris Raitzer, Assistant Superintendent; Jessica Donato, Chief School Business Official; Edward Brophy, Director of Human Resources and Administrative Services; Michelle Jackson, Director of Learning; Terry Ryan, Communications Director; Chrissy Yonaites, Recording Secretary; Mark Hay, Core Council Representative; Kerri Edwards, Core Council Representative; Judi Epcke, Technology Coordinator and Soren Towander, Technology Specialist.

Public Attendees: Dan Levy, Kathy McNamara, Kate Sweas, Laura Jaeger and Adam Weinstock.

VISITORS COMMENTS / PRESENTATIONS

Three residents made comments. The first comment was praising the wrestling co-operative program that the district has with other Northbrook schools and asking that we continue to offer our students this program next year.

Two residents spoke about Meadowbrook School spacing issues for programs and inconsistencies between student educational experiences among the other elementary schools.

SUPERINTENDENT'S REPORT

Dr. Pearson mentioned the Path of Kindness event honoring former teacher Mary Porcaro who tragically passed away. Mrs. Porcaro taught at both Meadowbrook and Greenbriar. Dr. Pearson also praised the Northbrook Police Department for their support including sending their social workers and providing comfort dogs to Greenbriar for

students and staff mourning Mrs. Porcaro.

Enrollment Report / Board Calendar

The monthly enrollment report and board monthly calendar were provided for review. An Organizational Meeting will be held at the end of the April board meeting where the new board will be sworn in and officers elected.

Intergovernmental agreement with Northbrook Police Department

Dr. Pearson presented an intergovernmental agreement between the Village of Northbrook and District 28. This is an information-sharing agreement, which outlines the reciprocal reporting responsibilities in accordance with Illinois School and Municipal Code. This agreement was approved by both school district legal counsel and the Village of Northbrook legal counsel.

APPROVAL OF MINUTES

It was moved by Member Silver-Schack and seconded by Member Cassidy that the Board of Education approve the Regular Meeting Minutes of February 21, 2023, and Closed Session Meeting Minutes for February 21, 2023, since members had each previously been sent copies.

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

APPROVAL OF CONSENT AGENDA ITEMS

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

Payroll

The payment of employee salaries for the second half of February 2023, in the amount of \$1,303,987.36 and covered by check numbers 66826 through 66844 and deduction check numbers 66845 through 66863 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 March 14, 2023;

The payment of employee salaries for the first half of March 2023, in the amount of \$1,273,190.61 and covered by check numbers 66864 through 66881 and deduction check numbers 66882 through 66891, 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 March 14, 2023.

Bills

For February, vendor invoices totaling \$518,630.40 and Warrants listed as Numbers 60337 through 60450, and the following voids: None, confirmed by the signature of the President of the School District 28 Board of Education, and dated March 14, 2023.

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

Staff Recommended for Employment				
Name	Position	Location	Salary	Effective Date
Danae Hernandez	YE aide	WM	\$19.00/hr	4/24/23
Jefelia Roberts	One-to-One Aide	GB	\$60.00/hr*	3/14/23

* Outplacement Agency (Temporary)

Staff Resignations, Retirements and / or Terminations				
Name	Position	Location	Reason	Effective Date
Georgia Powers	Classroom Aide	WM	Retirement	6/1/23
Rachel Murguia	Classroom Aide	WM	Retirement	6/1/23
Ann Martin	School Nurse	WM	Retirement	6/1/23
Christina Auer	Admin Assistant	NBJH	Resignation	3/10/23
Kate Walsh	4th Grade Aide	MB	Resignation	3/17/23
Mary Sturgill	Principal	WM	Resignation	6/30/23
Alison Wilensky	Special Ed Aide	MB	Resignation	3/10/23
Rebecca Chagas	5th Grade Aide	WM	Resignation	3/17/23
Madison Seefeldt	5th Grade Aide	WM	Resignation	3/17/23
Irene Koliopoulos	Special Ed Teacher	NBJH	Resignation	6/1/23

Staff Leave of Absence				
Name	Position	Location	Reason	Effective Date
Julie Arutyunov	3rd Grade Teacher	GB	Parent Leave	8/28/23

Intergovernmental agreement with Northbrook Police Department

The Intergovernmental agreement with the Northbrook Police Department was reviewed with the board during the Superintendent’s report.

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

STAFF AND COMMITTEE REPORTS

FINANCE

Finance Report

The Board of Education received copies of the District 28 Financial Reports for the period ending February 28, 2023.

Financial reports for the month ended February 28, 2023 and the list of bills payable in March were included in the report. After eight months of the fiscal year, the monthly variance report shows 60% of the 2022-23 budget expended and 54% of budgeted revenues collected.

It was moved by Member Gallinson and seconded by Member Arms that the Board accept the District 28 Financial Report for the period ending February 28, 2023.

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

Appointment of Assistant Township School Treasurer

Jessica Donato presented that she will be designated as the Assistant Township School Treasurer for the 2023/24 and 2024/25 fiscal years starting July 1, 2023.

It was moved by Member Arms and seconded by Member Silver-Schack that the Board approve the appointment of Jessica Donato as the Assistant Township School Treasurer.

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

HUMAN RESOURCES

No updates.

EDUCATION

Assistant Superintendent Dr. Kris Raitzer and Director of Learning Michelle Jackson provided an update on this year's work in the content areas currently in the review cycle: Science, World Language, English Language Arts, Visual Arts, and Physical Education/Health.

Each content area follows a similar timeline of review:

- Year 1 & 2 – A curriculum review committee – including representatives from each grade level and school as well as a representative from Glenbrook North – embark on a comprehensive look at current research and trends in the field, achievement data and survey data to identify strengths and consider goals for improvement. In year two, the committee determines curriculum updates and/or selects new curriculum.
- Year 3 - New curriculum is implemented alongside professional development. Each school's leadership team monitors implementation and student progress.
- Years 4-7 - This is a period of monitoring and evaluating the curriculum.

Science and Physical Education/Health are completing year 2. Dr. Raitzer said the committee will make curriculum recommendations in those two content areas in May. World Language, English Language Arts and Visual Arts are completing year 1.

BUILDINGS AND GROUNDS

No updates.

LEGISLATION

Member Cassidy reported that items are coming out of committee right now but are not education-related except the topic of all-day Kindergarten which District 28 already offers.

Multiple bills have been created that address ways to make it easier to become and remain a substitute teacher. Another potential bill includes fund balance policies changing to require quarterly reporting of fund balances. Member Cassidy will continue to monitor and apprise the board of any progression of these bills.

POLICY

Policy 4:20 Fund Balance

Last month, the board discussed updating the fund balance from 50-75% to 40-60%. Policy 4:20 Fund Balance has been updated accordingly and was presented for approval.

It was moved by Member Silver-Schack and seconded by Member Bazer that the Board approve Policy 4:20 Fund Balance.

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

COMMUNICATION

Ms. Ryan reported the 5Essentials survey closes on March 31. The district has hit the required percentage points which allows us to access the final report.

Ms. Ryan has been updating our website with a focus on giving a larger presence to staff recruitment.

The Westmoor profile survey for the principal position was sent to the community and is now closed and the results are being compiled.

TRUE NORTH EDUCATIONAL COOPERATIVE 804

Member Silver-Schack reported the TrueNorth board brief was included in the packet.

TrueNorth will be represented at the Lake County Educator job fair and have offered to take recruitment materials on our District's behalf to display if interested.

NEW BUSINESS

None.

CLOSED SESSION

In

At 8:14 p.m., it was moved by Member Cassidy and seconded by Member Arms 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 against legal counsel for the District to determine its validity as authorized by 5ILCS 120/2 © (1)
2. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees as authorized by 5 ILCS 120/2©(2).
3. Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 as authorized by 5 ILCS 120/2©(21).

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

Out

At 9:06 p.m., it was moved by Member Cassidy and seconded by Member Silver-Schack that the meeting return to Regular Session.

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

ADJOURNMENT

At 9:06 p.m., it was moved by Member Silver-Schack and seconded by Member Kohler that the meeting be adjourned. All members present voted Aye. Absent: None. Motion carried.

Jennifer Gallinson, Secretary

Michelle Kohler, Vice President