

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, JANUARY 24, 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, January 24, 2023.

President Tracy Katz Muhl called the meeting to order at 7:04 p.m. with the following members present at roll call:

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

Absent: Beth Bazer

Also present were Dr. Jason Pearson, Superintendent; Dr. Kris Raitzer, Assistant Superintendent; Jessica Donato, Chief School Business Official; Dr. Kelly Sculles, Director of Student Services; Edward Brophy, Director of Human Resources and Administrative Services; Michelle Jackson, Director of Learning; Terry Ryan, Communications Director; Chrissy Yonaites, Recording Secretary; Ericka Garza, Meadowbrook Principal; Mark Hay, Core Council Representative; Mary Perkins, Core Council Representative, Jeremy Bartunek, Music Teacher and Soren Towander, Technology Specialist.

Public Attendees: None

### **VISITORS COMMENTS / PRESENTATIONS**

None.

### **SUPERINTENDENT'S REPORT**

Dr. Pearson presented the Superintendent's report to the Board.

#### **Enrollment Report / Board Calendar**

The monthly enrollment report and board monthly calendar were provided for review.

#### **Learning Tours and Coffee Talks**

Dr. Pearson is hosting staff coffees throughout this month at each of the schools. Approximately 100 staff members have attended. Dr. Pearson continues to visit classrooms. His goal is to tour every room. These visits continue into February.

In February, Dr. Pearson will present an update on his learnings from the last 6 months along with planned action steps.

## **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 November 29, 2022 and Closed Session Meeting Minutes for November 29, 2022 since members had each previously been sent copies.

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

## **APPROVAL OF CONSENT AGENDA ITEMS**

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

### **Payroll**

The payment of employee salaries for the first half of December 2022, in the amount of \$1,316,827.82 and covered by check numbers 66665 through 66685 and deduction check numbers 66686 through 66694 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 January 24, 2023;

The payment of employee salaries for the second half of December 2022, in the amount of \$1,234,731.52 and covered by check numbers 66695 through 66717 and deduction check numbers 66718 through 66735, 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 January 24, 2023;

The payment of employee salaries for the first half of January 2023, in the amount of \$1,316,009.57 and covered by check numbers 66736 through 66756 and deduction check numbers 66757 through 66765, 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 January 24, 2023.

### **Bills**

For December, vendor invoices totaling \$667,161.28 and Warrants listed as Numbers 59860 through 60036, and the following voids: 59265 and 59439, confirmed by the signature of the President of the School District 28 Board of Education, and dated January 24, 2023.

For January vendor invoices totaling \$553,049.25 and Warrants listed as Numbers 60037 through 60189, and the following voids: 59104, 59412 and 60092, confirmed by the signature of the President of the School District 28 Board of Education, and dated January 24, 2023.

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

<b>Staff Recommended for Employment</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Salary</b>	<b>Effective Date</b>
Rachel Baron*	School Nurse	GB	M+00-13 Prorated 106 days: \$46,964.95	12/5/22
Alec Gibrick	3rd Grade Classroom Assistant	GB	\$17.50/hr	1/3/23
Minelson Batista Fernandez	Custodian	NBJH	\$19.00/hr	12/12/22
Daniel Barajas	Custodian	GB	\$19.00/hr	1/3/23
Penny Mikroulis	Special Ed Aide	NBJH	\$19.00/hr	1/12/23

<b>Staff Resignations, Retirements and / or Terminations</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Reason</b>	<b>Effective Date</b>
Dennis Baez	Custodian	NBJH	Resigned	12/2/22

Mercedes Mata	Custodian	GB	Resigned	12/16/22
Casey Murman	Head Custodian	GB	Resigned	1/13/23

<b>Staff Leave of Absence</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Reason</b>	<b>Effective Date</b>
Luis Garcia	Custodian	MB	Parent Leave	12/12/22
Maddie Schwartz	Social Worker	NBJH	Parent Leave	04/03/23

### **Destruction of Closed Session Recordings 18 months or older**

The following closed session meetings recordings are to be destroyed: 8/30/05, 9/17/05, 11/29/05, 1/18/06, 1/31/06, 2/07/06, 02/08/06, 2/28/06, 3/21/06, 4/25/06, 6/27/06, 9/26/06, 10/24/06, 11/02/06, 11/07/06, 11/09/06, 12/12/06, 2/27/07, 4/24/07, 5/15/07, 5/29/07, 4/28/09, 3/16/21, 4/27/21, 5/25/21 and 6/22/21.

On a roll call vote, the following voted Aye: Members Arms, Cassidy, Gallinson, Katz Muhl, Kohler and Silver-Schack. Nay: none. Abstain: None. Absent: Member Bazer. 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 December 31, 2022.

Ms. Donato reviewed the financial reports for the past two months. At this time, the district has received 32% of the anticipated tax revenues. Cafeteria sales continue to grow at \$188,000 but with inflation and two partial months of attendance, there is a \$5,000 deficit. This should even out with upcoming fuller months of attendance. CPI was announced on January 12 for the next levy year at 6.5% which results in the district to be capped again at 5%.

It was moved by Member Arms and seconded by Member Silver-Schack that the Board accept the District 28 Financial Report for the period ending December 31, 2022.

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

### **Tentative Budget Calendar F24**

Ms. Donato presented a tentative budget calendar indicating dates for developing the fiscal year 2024 budget.

It was moved by Member Cassidy and seconded by Member Silver-Schack that the Tentative Budget Calendar for the 2023-24 school year be adopted.

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

### **Resolution Authorizing Preparation of Tentative Budget**

Ms. Donato presented the resolution authorizing preparation of the tentative budget.

It was moved by Member Silver-Schack and seconded by Member Gallinson that the Board adopt the resolution authorizing the Chief School Business Official to prepare a tentative budget for the 2023-24 fiscal year.

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

### **First Student Contract Extension**

Ms. Donato presented the First Student two-year extension contract with year one at a 10% increase and year two at 6.25%. Prices have risen due to wage inflation, fuel costs and increased overhead.

It was moved by Member Silver-Schack and seconded by Member Kohler that the Board approve the First Student Contract Extension.

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

### **School Fees 2023-24**

Ms. Donato presented an overview of the school fees for the 2023-24 school year. The general curricular fees were recommended to stay the same. Other increases result from passing on a 10% increase to transportation fees, increased field trip fees, milk costs and summer school fees.

It was moved by Member Kohler and seconded by Member Cassidy that the Board approve the 2023-24 School Fees, as presented.

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

## **HUMAN RESOURCES**

Mr. Brophy noted that compensation will be discussed at the February Board Meeting in closed session.

## **EDUCATION**

### **Dignity Consulting Proposal**

Dr. Pearson and Dr. Raitzer presented the proposal for the district to work with Dignity Consulting.

Dignity Consulting was formed by the authors of the 2019 book, “Belonging Through a Culture of Dignity: The Keys to Successful Equity Implementation.”

The two-year plan outlined by Dignity Consulting will help the district make concrete improvements that focus on belonging in our schools and district. Funded primarily with federal grants, authors Floyd Cobb and John Krownapple will work with administrators, board members, teachers and staff during the two-year initiative.

The consultants will work with small groups to begin building the organizational foundation of belonging. The goals of the two-year plan are:

- Facilitate shared commitment to a climate of belonging and a culture of dignity in schools and workplaces.
- Gain conceptual and operational knowledge of dignity and belonging.
- Develop dispositions for dignity and communication techniques effective for constructively navigating conflict.
- Learn to collect and use belonging data (quantitative and qualitative) to identify problems of practice and monitor progress.
- Transform practices and policies to honor dignity and nurture belonging.

It was moved by Member Silver-Schack and seconded by Member Arms that the Board approve the Dignity Consulting Proposal, as presented.

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

## **BUILDINGS AND GROUNDS**

### **Facility Master Plan Updates**

Ms. Donato provided an update on the facility master plan. The district received seven comprehensive proposals. It has been narrowed down to two firms that will be interviewed later this week. There are three pieces to the plans: long range building planning, security planning and demographic planning.

### **NBJH Elevator**

Ms. Donato reviewed the proposal for the elevator replacement at NBJH. The district was awarded a grant of \$50,000 from Illinois State Board of Education to use for this project. The approximate cost to the district will be \$115,000.

It was moved by Member Cassidy and seconded by Member Kohler that the Board approve proposal for the NBJH Elevator, as presented.

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

### **Wight Contract for HVAC Proposal**

Ms. Donato presented the HVAC proposal for Wight to bid out the work for six rooftop unit replacements. The cost for Wight to manage the project is \$18,000.

It was moved by Member Gallinson and seconded by Member Silver-Schack that the Board approve the contract for the HVAC proposal, as presented.

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

## **LEGISLATION**

Member Cassidy updated the board that there were no new education related items passed. There is a potential Sex Education Curriculum requirement to be proposed. Member Cassidy will keep the board informed if that proposal comes up for discussion.

## **POLICY**

### **Press Plus Proposal**

Member Kohler updated the board on the recent Policy Committee meetings where multiple policies were reviewed. Additionally, IASB (Illinois Association of School Boards) presented their Press Plus platform which is a service to support school districts on policy management. In turn, the committee recommended bringing a proposal to the board for full approval.

Mr. Brophy explained the proposal costs which include one time set up fees and new annual costs. The benefit to this program is increased efficiencies along with consistent policies. Additionally, the web platform is ADA compliant and provides staff and families greater search functionalities

It was moved by President Katz-Muhl and seconded by Member Arms that the Board approve the Press Plus proposal, as presented.

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

### **Policy Approvals**

The policy committee met and reviewed the following policies which are recommended for approval: 2:20, 2:100, 2:105, 2:210, 2:250-E2, 2:265, 3:50, 3:60, 4:10, 4:120, 4:140, 4:165, 5:80, 5:220, 5:250, 5:280, 5:290, 5:320, 6:15, 6:20, 6:50, 6:60, 6:65, 6:220, 6:250, 6:260, 6:340, 7:50, 7:70, 7:100, 7:180, 7:190, 7:250, 7:285, 7:290, 7:340

It was moved by Member Kohler and seconded by Member Cassidy that the Board approve the above listed policies, as presented.

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

### **COMMUNICATION**

Ms. Ryan presented the communications report noting the upcoming podcast about the NBHJ science fair and the 5essentials survey will be publicized soon.

### **TRUE NORTH EDUCATIONAL COOPERATIVE 804**

Member Silver-Schack missed the last TrueNorth meeting. The vote for Phase 2 has not yet occurred. It is expected to be up for voting in February. Member Silver-Schack met with Dr. Pearson, Dr. Sculles and Ms. Donato to discuss the Phase 2 plans.

### **NEW BUSINESS**

None.

### **CLOSED SESSION**

(In)

At 8:25 p.m., it was moved by Member Arms 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 as authorized by 5ILCS 120/2 © (1)

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).

The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2 ©(10).

Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2©(11).

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

**(Out)**

At 9:29 p.m., it was moved by Member Silver-Schack and seconded by Member Cassidy that the meeting return to Regular Session.

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

## **ADJOURNMENT**

At 9:30 p.m., it was moved by Member Cassidy and seconded by Member Gallinson that the meeting be adjourned. All members present voted Aye. Absent: Member Bazer. Motion carried.

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Jennifer Gallinson, Secretary

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Tracy Katz-Muhl, President