

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, NOVEMBER 29, 2022

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, November 29, 2022.

President Tracy Katz Muhl called the meeting to order at 7:03 p.m. with the following members present at roll call:

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

Absent: None

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; Judi Epcke, Instructional Technology Coordinator; Mark Hay, Core Council Representative; Mary Perkins; Core Council Representative, Jeremy Bartunek, Music Teacher and Soren Towander, Technology Specialist.

Public Attendees: Shelli Anderson and Nicki Bazer from Franczek P.C..

### **VISITORS COMMENTS / PRESENTATIONS**

None.

### **PUBLIC HEARING**

#### **Tax Levy Hearing**

It was moved by Member Cassidy and seconded by Member Kohler that the Tax Levy Hearing be opened at 7:04 p.m.

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

Chief School Business Official Jessica Donato presented to the board. The district must adopt a tax levy to receive local property tax revenues. Local property tax revenues fund about 83% of the district's operations. Tax cap laws limit the amount that can be collected by 5% or the Consumer Price Index, whichever is less, over the prior year, plus new growth.

The tax levy is an estimate based on the amount received last year and an estimate of how much new property growth is worth. Ms. Donato said the district will receive about \$2 million more than last year based on the 5% rule. The \$43.1 million levy for 2022 is \$2.4 million higher than the 2021 levy. The actual amount the district will receive is called an extension and is set by Cook County.

Board members asked questions at that time to further their understanding.

At 7:13 p.m., after a review and there being no further questions, it was moved by Member Bazer and seconded by Member Arms that the hearing on the 2022 Tax Levy close.

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

## **SUPERINTENDENT'S REPORT**

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

### **Illinois School Report Card**

The Illinois School Report Card was shared in the board packet. Students performed very well, especially in mathematics. Later in the meeting, there was a presentation highlighting the IAR results for 2022 and Fall MAP data.

### **2023-24 School Calendar**

A calendar was presented for 2023-24 based on the start and end dates as well as major holiday breaks in the District 225 calendar. Although there are some differences with parent/teacher conferences, professional learning, and some holidays, the calendar follows this year's calendar structure as much as possible.

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

The monthly enrollment report and board monthly calendar was also provided for review.

## **APPROVAL OF MINUTES**

It was moved by Member Silver-Schack and seconded by Member Gallinson that the Board of Education approve the Regular Meeting Minutes of October 27, 2022 and Closed Session Meeting Minutes for October 27, 2022 since members had each previously been sent copies.

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

### **2023-24 School Calendar**

The 2023-24 School Calendar was approved. The first Teacher Institute day is Monday, August 21 and the first day of school for students is Wednesday, August 23. The last day of school is tentatively scheduled for Friday, May 31.

### **Payroll**

The payment of employee salaries for the last half of October 2022, in the amount of \$1,305,887.08 and covered by check numbers 66554 through 66576 and deduction check numbers 66577 through 66594 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 November 29, 2022;

The payment of employee salaries for the first half of November 2022, in the amount of \$1,270,035.47 and covered by check numbers 66595 through 66616 and deduction check numbers 66617 through 66625, 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 November 29, 2022;

The payment of employee salaries for the last half of November 2022, in the amount of \$1,305,979.38 and covered by check numbers 66626 through 66646 and deduction check numbers 66647 through 66664, 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 November 29, 2022.

### **Bills**

Vendor invoices totaling \$714,563.14 and Warrants listed as Numbers 59673 through 59859, and the following voids: 59615 and 59716, confirmed by the signature of the President of the School District 28 Board of Education, and dated November 29, 2022.

### **Intergovernmental Agreement with NTDSE**

This agreement is between District 28 and Niles Township District for Special Education (NTDSE) where a District 28 student will attend a NTDSE program during the 2022-23 school year.

**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>
Alison Wilensky	Spec Ed Aide	MB	\$19.00/hr	11/28/22

<b>Staff Resignations, Retirements and / or Terminations</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Reason</b>	<b>Effective Date</b>
Jacob Mitchell	Aide	MB	Resigned	10/26/22
Ivan Morales	Custodian	NBJH	Resigned	11/02/22
Haley Sachs	Nurse	GB	Resigned	11/25/22

**Open Closed Session Minutes**

The following closed session meetings are to be opened: 04/26/05, 08/28/07, 11/25/08, 04/26/11, 05/31/11, 11/25/14, 11/15/16, 08/24/17, 02/26/19, 12/17/19, 01/28/20, 02/25/20, 04/28/20 and 12/14/21.

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

**STAFF AND COMMITTEE REPORTS**

**FINANCE**

**Finance Report**

The Board of Education received copies of the District 28 Financial Report for the period ending October 31, 2022. Ms. Donato also provided updates on NBJH cafeteria sales. Cook County property tax bills should be issued this week.

Additionally, Ms. Donato is receiving proposals for a fence for Westmoor playground.

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

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

### **2022 Tax Levy Adoption**

The Tax Levy Hearing was held at the beginning of the meeting.

It was moved by Member Arms and seconded by Member Gallinson that the 2022 Certificate of Tax Levy be adopted. The levy is attached to and made part of these minutes.

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

### **2022 Tax Levy Extension Resolution**

It was moved by Member Cassidy and seconded by Member Kohler that the Board adopt the 2022 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:

The Cook County Clerk is hereby directed to extend from the 2022 Levy no less than the amounts indicated as follows:

Education	\$37,150,000
Building (Operations & Maintenance)	\$3,155,000
Transportation	\$1,250,000
IMRF	\$730,000
Social Security	\$815,000
Working Cash Funds	\$0

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

### **Resolution to Amend the Northbrook School Dist. #28 403(B) Retirement plan**

There are new amendments to the 2020 regulations of the 403(B) retirement plan which

we are required to update by the end of the calendar year to be in compliance.

It was moved by Member Gallinson and seconded by Member Arms that the Board adopt the resolution to amend the district's 403(B) retirement plan.

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

### **Resolution Authorizing Payment of Bills During Gap In Monthly Board Meetings**

With no Board meeting taking place in December, this resolution allows the District to pay some cyclical / standard bills during this month. A complete bills list will be presented in January.

It was moved by Member Silver Schack and seconded by Member Kohler that the Board adopt the resolution authorizing payment of bills during the gap in monthly board meetings.

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

## **HUMAN RESOURCES**

Mr. Edward Brophy provided an update on SHIELD testing. There have been 11 testing periods. Weekly participation started at 144 but has declined to 92 samples this last week. Mr. Brophy is closely monitoring participation as the district would have a financial commitment if the volume of testing drops below 50 samples.

## **EDUCATION**

### **Annual Assessment Update**

Assistant Superintendent Dr. Kris Raitzer and Director of Learning Michelle Jackson presented the 2022 assessment report to the Board of Education, which includes state standardized assessments that are used to create the state school report cards, and the NWEA MAP assessment, which provides immediate results that educators use to assess both the academic programs and identify students who need additional supports.

Amidst the backdrop of the pandemic and its impact on learning, the District 28 community worked together to not only maintain but actually improve student achievement, 2022 data show.

District 28 student achievement shows increases – in some cases exponential increases – over a seven-year period. Student achievement did not drop in math during the pandemic and student achievement in English language arts recovered.

IAR is a standardized assessment developed by the state that measures student knowledge and skills expected at a given grade level. IAR measures a student's performance against a defined criteria for proficiency. This assessment helps give schools and districts a big picture of the effects of academic programming. Due to the pandemic, the assessment was not administered in 2020.

## **BUILDINGS AND GROUNDS**

### **Facility Master Plan Timeline**

Requests are being finalized. Proposals are due January 11th. The goal is to bring a vendor for approval at the January 24th Board meeting.

## **LEGISLATION**

None.

## **POLICY**

None.

## **COMMUNICATION**

Ms. Ryan presented the communications report including a recap of the new District 28 podcast series.

## **TRUE NORTH EDUCATIONAL COOPERATIVE 804**

Member Silver-Schack reported that the first phase of the facilities plan was approved and work will begin this summer. Phase 2 will be up for approval at the next TrueNorth meeting.

## **NEW BUSINESS**

None.

## **CLOSED SESSION**

**(In)**

At 8:41 p.m. it was moved by Member Silver-Schack and seconded by Member Gallinson that the Board of Education go into Closed Session to discuss the following:

Collective negotiation 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).

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

**(Out)**

At 10:10 p.m. it was moved by Member Kohler and seconded by Member Silver-Schack that the meeting return to Regular Session.

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

## **ADJOURNMENT**

At 10:10 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

---

Tracy Katz-Muhl, President

Original: 

X

  
Amended: 


**ILLINOIS STATE BOARD OF EDUCATION**  
School Business and Support Services Division  
217/785-8779

**CERTIFICATE OF TAX LEVY**

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

District Name <p style="text-align: center;">Northbrook</p>	District Number <p style="text-align: center;">28</p>	County <p style="text-align: center;">Cook</p>
--	--	---

**Amount of Levy**

Educational	\$ 37,150,000	Fire Prevention & Safety *	\$ 0
Operations & Maintenance	\$ 3,155,000	Tort Immunity	\$ 0
Transportation	\$ 1,250,000	Special Education	\$ 0
Working Cash	\$ 0	Leasing	\$ 0
Municipal Retirement	\$ 730,000		\$ 0
Social Security	\$ 815,000	Other	\$ 0
		<b>Total Levy</b>	<b>\$ 43,100,000</b>

\* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

**We hereby certify that we require:**

the sum of 37,150,000 dollars to be levied as a special tax for educational purposes; and  
the sum of 3,155,000 dollars to be levied as a special tax for operations and maintenance purposes; and  
the sum of 1,250,000 dollars to be levied as a special tax for transportation purposes; and  
the sum of 0 dollars to be levied as a special tax for a working cash fund; and  
the sum of 730,000 dollars to be levied as a special tax for municipal retirement purposes; and  
the sum of 815,000 dollars to be levied as a special tax for social security purposes; and  
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and  
the sum of 0 dollars to be levied as a special tax for tort immunity purposes; and  
the sum of 0 dollars to be levied as a special tax for special education purposes; and  
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_  
on the taxable property of our school district for the year 2022

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2022 . \_\_\_\_\_  

(President)

\_\_\_\_\_  
(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

Number of bond issues of said school district that have not been paid in full 0

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. 28, Cook County, Illinois, on the equalized assessed value of all taxable property of said school district for the year 2022 was filed in the office of the County Clerk of this County on 2022.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year 2022, is \$ \_\_\_\_\_

\_\_\_\_\_  
(Signature of County Clerk)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(County)