

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD THURSDAY, OCTOBER 27, 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 Thursday evening, October 27, 2022.

President Tracy Katz Muhl called the meeting to order at 5:35 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; 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 and Soren Towander, Technology Specialist.

Public Attendees: Don Shaw, Auditor from Lauterbach and Amen LLC; Dr. Perry Hill IV, IASB Field Services Director and Jenny Stein.

VISITORS COMMENTS / PRESENTATIONS

Lauterbach and Amen , LLC – Annual Financial Report

Don Shaw of Lauterbach & Amen LLC presented the annual audit for the year ending June 30, 2022. The firm reported that the district is in sound financial health, however, the fund balance continues a recent trend, having posting a small decline for the year. It was noted that transportation was over budgeted and IMRF was underbudgeted last year. Much of that correlates to the difficulty to anticipate certain spending due to the pandemic.

SUPERINTENDENT'S REPORT

Facility Master Plan RFQ

Based on discussions with the Buildings and Grounds Committee the district is issuing a Request for Qualifications (RFQ) for a Facility Master Plan. The hope is that the plan would help the district understand the context and needs of the district to inform a 10-year plan. The following components will be included in the RFQ.

- a. Facility Utilization
- b. Enrollment Projections
- c. Safety and Security

State Report Cards

The Illinois State Board of Education will release its annual Illinois School Report Card on Thursday, October 27. Areas of celebration and opportunities for growth will be presented at the November meeting in the annual assessment report.

APPROVAL OF MINUTES

It was moved by Member Cassidy and seconded by Member Silver-Schack that the Board of Education approve the Regular Meeting Minutes of September 20, 2022 since members had each previously been sent copies.

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

APPROVAL OF CONSENT AGENDA ITEMS

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

Payroll

The payment of employee salaries for the last half of September 2022, in the amount of \$1,279,643.08 and covered by check numbers 66483 through 66504 and deduction check numbers 66505 through 66522 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 October 27, 2022;

The payment of employee salaries for the first half of October 2022, in the amount of \$1,293,151.74 and covered by check numbers 66523 through 66544 and deduction check numbers 66545 through 66553, 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 October 27, 2022.

Bills

Vendor invoices totaling \$553,267.00 and Warrants listed as Numbers 59447 through 59672, and the following voids: 59175 and 59577, confirmed by the signature of the President of the School District 28 Board of Education, and dated October 27, 2022.

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

Staff Recommended for Employment				
Name	Position	Location	Salary	Effective Date
Joanne Bulyaki	5th Grade aide	GB	\$17.50/hr	9/29/22
Sydney Allen	Spec Ed Aide	GB	\$19.00/hr	10/7/22
Elizabeth Polisky	1st Grade Aide	MB	\$17.50/hr	10/17/22
Eric Baker	4th Grade Aide	MB	\$17.50/hr	10/17/22
Eva Feldman	5th Grade Aide	MB	\$17.50/hr	TBD
Danae Hernandez	Art Teacher - LTS	WM	\$281.36/day	10/24/22
Alexi Viviano	2nd Grade Aide	MB	\$17.50/day	TBD
Karen Anderson	Permanent Substitute	NBJH	\$281.36/day	11/1/22

* Certified Candidate details below

Staff Resignations, Retirements and / or Terminations				
Name	Position	Location	Reason	Effective Date
Elise Grossman	Spec Ed Aide	NBJH	Resignation	10/13/22
Betsy Lawrence	Spec Ed Aide	GB	Resignation	10/26/22

Staff Leave of Absence				
Name	Position	Location	Reason	Effective Date
Heather Lerner	EC Spec Ed Teacher	WM	Parental Leave	2/1/23

Staff Lane Changes				
Name	Position	Location	Current Salary	New Salary
Danielle Rubel	Teacher	WM	M+12-14 \$86,383	M+30-14 \$88,398
Nick Grigolo	4th Grade Teacher	WM	M+00-15 \$86,524	M+12-15 \$89,248
Clare Thomas	6th Grade Math	NBJH	B+24-14 \$72,764	M+00-14 \$83,663

FY2023 Extra Section Stipends - Updated

Stipends updated per the final salary schedule.

Certified staff members who teach more classes than a 1.0 FTE for their position receive an extra section stipend. Each stipend amount is based on 1) whether the teacher has a Bachelor's or Master's degree, and 2) the amount of time her/his class load exceeds a 1.0 FTE. The extra section stipends are as follows:

	<u>School</u>	<u>Position</u>	<u>Amount</u>
Norris, Bill	GB	PE	\$9,010 (\$42 increase)
Zinanni, Tim	GB	PE	\$9,010 (\$42 increase)
Rosenbaum, Tom	MB	PE	\$12,013 (\$55 increase)
Tampier, Tyler	MB	PE	\$18,019 (\$83 increase)
Geib, Kula	NBJH	PE	\$8,009 (\$37 increase)
Finch, Kathryn	MB	Music	\$1,201 (\$5 increase)
Stein, Diane	MB	Art	\$1,201 (\$5 increase)
Perkins, Mary	NBJH	French	\$8,009 (\$37 increase)
Buzza, Julie	NBJH	Literacy Enrichment	\$8,009 (\$37 increase)
Koliopoulos, Irene	NBJH	Special Education	\$4,004 (\$18 increase)

On a roll call vote, the following voted Aye: Members Arms, Cassidy, Gallinson, Kohler, Silver-Schack, Katz-Muhl and Bazer. 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 September 30, 2022. Ms. Donato also provided updates on NBJH cafeteria sales and notes from the Auditor's report.

It was moved by Member Kohler and seconded by Member Gallinson that the Board accept the District 28 Financial Report for the period ending September 30, 2022.

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.

State Library Grant

Dr. Raitzer reported that each year the district applies for an Illinois School District Library Grant, rotating the funds among the four schools. This year, Westmoor Elementary and librarian Tara LaCerra will receive the \$1,561.14 award.

Annual Financial Statements and Independent Auditor's Report

Having presented an overview of the audit earlier in the evening and the board members having had an opportunity to ask questions to further their understanding, the audit was presented for approval.

It was moved by Member Cassidy and seconded by Member Silver-Schack that the Board of Education approve the District's audit report by the auditing firm of Lauterbach & Amen LLP.

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

Resolution of Estimated Property Tax Levy 2022

Ms. Donato presented the estimated property tax levy for 2022. As of October 27, 2022, the prior year's extension is still unknown. Since the CPI for the 2022

Tax Levy is 7.0%, it will be at 5.0%, plus new growth. The combination of the unknowns (prior year's extension, equalized assessed valuation or new property) and a CPI of 5%, we are proposing a levy increase of 12.55% over the last known extension (2020). This increase is over the anticipated estimate, however, with the several unknown factors, this ensures that the District can capture the revenues available. A levy hearing and published notice is not required but the district will continue the practice to keep the community informed and maintain transparency. The adoption of the levy is scheduled for November 29, 2022.

It was moved by Member Silver-Schack and seconded by Member Arms that the Board approve the 2022 Estimated Property Tax Levy resolution, as presented.

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

Resolution authorizing the issuance of not to exceed \$1,700,000 Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2021, by the Board of Education of the District for educational purposes and authorizing the sale of said warrants to the purchaser thereof

Ms. Donato explained how Tax Warrants are being prepared to use should property tax revenues come in late. Tax bills come out in November and are due in December. This timing may help the district avoid issuing the warrants.

It was moved by Member Cassidy and seconded by Member Arms that the Board approve the Tax Anticipation Warrants resolution, as presented.

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.

Resolution directing the transfer of funds from the working cash fund of the District to the educational and operations and maintenance funds of the District in anticipation of the collection of taxes levied by the District for such purposes for the year 2021 and such moneys so transferred to be reimbursed from such taxes upon their collection

Ms. Donato explained that this resolution also readies the District if property tax revenues are not received by year-end. The district would essentially borrow from itself, allowing it to transfer monies as needed.

It was moved by Member Arms and seconded by Member Kohler that the Board approve the Working Cash Fund resolution, as presented.

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

HUMAN RESOURCES

None.

EDUCATION

None.

BUILDINGS AND GROUNDS

Ms. Donato presented the application for the School Maintenance Project Grant that can award up to \$50,000. This would be used toward the replacement of the Northbrook Junior High elevator.

It was moved by Member Arms and seconded by Member Bazer that the Board approve the School Maintenance Project Grant, as presented.

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

LEGISLATION

Member Kohler relayed that after the Policy Committee reviewed the 2022 Resolutions from Illinois Association of School Boards, it was decided that the Board abstain from voting on November 19, 2022.

POLICY

The Policy Committee met to review the following revised policies 2:240, 4:10, 4:70, 5:40, 5:70, 5:240, 6:80, 6:140, 7:15, 7:270 which are recommended for approval.

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

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

COMMUNICATION

Ms. Ryan presented the communications report including a recap of the Larry Hewitt Outdoor Classroom Ribbon Cutting. There was one FOIA request from SmartProcure.

TRUE NORTH EDUCATIONAL COOPERATIVE 804

Member Silver-Schack shared a new brochure from TrueNorth and relayed that TrueNorth is expediting their facilities improvement plan.

NEW BUSINESS

None.

CLOSED SESSION

(In)

At 6:07 p.m. it was moved by Member Arms and seconded by Member Gallinson that the Board of Education go into Closed Session to discuss the following:

1. Self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member. 5 ILCS 120/2(c)(16).

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 8:32 p.m., it was moved by Member Bazer and seconded by Member Gallinson 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 8:33 p.m., it was moved by Member Bazer and seconded by Member Gallinson that the meeting be adjourned. All members present voted Aye. Absent: Members Arms and Kohler. Motion carried.

Jennifer Gallinson, Secretary

Tracy Katz-Muhl, President