

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, AUGUST 23, 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, August 23, 2022.

President Tracy Katz Muhl called the meeting to order at 7:07p.m. with the following members present at roll call:

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

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; Ramsin Israel, District Computer Technician, Chrissy Yonaites, Recording Secretary; Judi Epcke, Instructional Technology Coordinator; Joel Gallegos, Director of Buildings and Grounds; Jeremy Bartunek, music teacher and Live Stream coordinator; Dr. Scott Meek, NBJH Principal; Christine Lake, NBJH Assistant Principal; Mary Sturgill, Westmoor Principal; Ericka Garza, Meadowbrook Principal; Mary Perkins, Core Council Representative; Soren Towander, Technology Specialist.

Public Attendees: Stephanie Dougherty, Dani Berman, Jackie Ruh, Lauren Silverman, Julie Hochschild, Alissa Rogos, Jenna Dickson, Erica Marks, Karen Firsell, Lindsay Pinchuk, Erica Mammgy, Melissa Drozt, Rafael Drozt, Erika Bougdanos, Bianca Thomae, Deborah Beerman, John Jensen, Lisa Rudisel, Gina Gipperich, Bess Cades, Allie Gray, Judy Lee, Germaine Condren, Marney Orchard, Erika Phenner, Lori Green, Rachel Brady, Anna Baharian, Priya Chadra, Katie Federnan, Isabel Kaplan, Izabela Fitts,

**SUPERINTENDENT'S REPORT**

## **Safety and Security Plan**

The safety and security plan at Northbrook District 28 includes assessment, action plans and evaluation as it pertains to three main categories: behavioral threat assessment, facility security and response protocols.

Dr. Jason Pearson and members of the administration provided an overview of the district's plan and next steps.

There are multiple sources that help inform the district's planning and monitoring process, Dr. Pearson said. A safety audit that was conducted in 2019-20 is guiding a multi-year plan of enhancements and improvements. Director of Student Services Dr. Kelly Sculles discussed details of the district's efforts to support student social and emotional development and behavioral health. Director of Buildings and Grounds Joel Gallegos and Chief School Business Official Jessica Donato outlined security improvements in school buildings and Communications Director Terry Ryan described emergency response protocols.

The Board of Education will set priorities and determine next steps in the coming months.

## **VISITOR'S COMMENTS**

There were public comments from 3 citizens regarding school safety concerns. Public comments were closed at 7:45 p.m.

## **APPROVAL OF MINUTES**

It was moved by Member Bazer and seconded by Member Arms that the Board of Education approve the Regular Meeting minutes of July 26, 2022 and the Committee of the Whole Meeting minutes of July 26, 2022 since members had each previously been sent copies.

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

## **APPROVAL OF CONSENT AGENDA ITEMS**

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

## **Payroll**

The payment of employee salaries for the last half of July 2022, in the amount of \$250,605.50 and covered by check numbers 66397 through 66401 and deduction check numbers 66402 through 66414, 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 August 23, 2022;

The payment of employee salaries for the first half of August 2022, in the amount of \$274,385.13 and covered by check numbers 66415 through 66421 and deduction check numbers 66422 through 66426, 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 August 23, 2022

## **Bills**

Vendor invoices totaling \$1,190,366.03 and Warrants listed as Numbers 59059 through 59251, and the following voids: 58973 and 59143, confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated August 23, 2022.

## **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 Scherer	Spanish Teacher	MB	M+30-16 \$95,817.00	8/15/22
Mary Pehar*	8th Grade Math	NBJH	M+00-10 \$74,091.00	8/15/22
Donna Fox	3rd Grade Aide	MB	\$17.50/hr	8/15/22
Maria Fernitz	Kindergarten Aide	MB	\$17.50/hr	8/15/22
Karyn Tefka	Kindergarten Aide	GB	\$17.50/hr	8/15/22
Jacob Mitchell	Special Ed Aide	MB	\$19.00/hr	8/15/22

Mary Spillson	5th Grade Aide	MB	\$17.50/hr	8/15/22
Emily Kalfen*	PT EC Speech Lang	WM	M+30-10 \$42,303.00	8/15/22
Sean Peters*	Special Ed Teacher	WM	B+00-07 \$31,395.54	8/15/22
Marieli Urquiza-Trujillo*	Spanish Teacher	MB	B+00-01 \$50,342.00	8/15/22
Dimitra Soulioti	EC Grade Aide	WM	\$19.00/hr	8/15/22
Doris Portugal*	PT Spanish teacher PT Math Interventionist	MB NBJH	M+30-16 \$95,817.00	8/31/22

\* Certified Candidate details below

<b>Staff Resignations, Retirements and / or Terminations</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Reason</b>	<b>Effective Date</b>
Lynsee Whitman	Spanish Teacher	MB	Resignation	7/25/22
Colleen Sanguinetti	Teacher Asst	MB	Resignation	8/11/22
Teresa Rzonca	Teacher Asst	MB	Resignation	8/12/22
Wendy Klatt	SST Assistant	NBJH	Resignation	8/15/22

<b>Staff Leave of Absence</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Reason</b>	<b>Effective Date</b>
Ariana Mazza Bensyl	Physical Therapist	MB / GB	Parent	10/26/22
Angela Rowland	Special Educ Teacher	WM	Parent	08/15/22
Heather Havlicek	Art Teacher	WM	Parent	11/17/22

<b>Staff Lane Changes</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Current Salary</b>	<b>New Salary</b>
Sascha Friedman	Spanish Teacher	WM	M+12 - 27 \$109,138	M+30-27 \$120,169

<b>Background Data on Certified Staff Recommended for Employment</b>	
<b>Name</b>	<b>Sean Peters</b>
<b>License</b>	Learning Behavior Specialist I for Prekindergarten through Age 22; English as a New Language for Prekindergarten through Grade 12
<b>Education</b>	Bachelor's Degree in Education from Eastern Illinois University
<b>Experience</b>	Math Intervention Specialist (1 year); Special Education Teacher (1 year); Diverse Learner Teacher (2 years)
<b>Name</b>	<b>Mary Pehar</b>
<b>License</b>	Secondary Education for Grade 6 through Grade 12; Business, Marketing and Management for Grade 6 through Grade 8; Mathematics Senior HS for Grade 9 through Grade 12; Mathematics for Grade 6 through Grade 8; Social Science for Grade 6 through Grade 8

<b>Education</b>	Bachelor's Degree in Mathematics from University of Illinois Champaign-Urbana; Master of Business Administration from Loyola University - Chicago
<b>Experience</b>	7th Grade Math Teacher (long term substitute for 1 year); 6-8th Grade Math Teacher (8 years)
<b>Name</b>	<b>Emily Kalfen</b>
<b>License</b>	Speech Language Pathologist (Non-Teaching) for Prekindergarten through Age 22
<b>Education</b>	Bachelor's Degree from University of Wisconsin - Madison in Communicative Disorders; Master of Science Degree from University of Wisconsin - Madison in Speech Language Pathology
<b>Experience</b>	Speech Language Pathologist (10 years)
<b>Name</b>	<b>Marieli Urquiza-Trujillo</b>
<b>License</b>	World Language - Spanish
<b>Education</b>	Bachelor's Degree from Elmhurst College in World Languages
<b>Experience</b>	Student Teacher (5 months); Care Mentor/Instructional Assistant (1.5 years)

**Extra Section Stipends**

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	\$8,968
Zinanni, Tim	GB	PE	\$8,968
Rosenbaum, Tom	MB	PE	\$11,958
Tampier, Tyler	MB	PE	\$17,936
Geib, Kula	NBJH	PE	\$7,972
Finch, Kathryn	MB	Music	\$1,196
Stein, Diane	MB	Art	\$1,196
Perkins, Mary	NBJH	French	\$7,972
Julie Buzza	NBJH	Literacy Enrichment	\$7,972

### **Ratification of Salary Schedule**

A ratification of the Salary Schedule was presented to the board for approval as the final 2022-23 salary schedule.

On a roll call vote, the following voted Aye: Members Cassidy, Gallinson, Kohler, Silver-Schack, Katz-Muhl, Arms 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 July 31, 2022. Jessica Donato, Chief School Business Official, presented the monthly financial packet, including 2021-2022 audit update, budget update along with local, state and federal reports.

It was moved by Member Silver-Schack and seconded by Member Galinson that the Board accept the District 28 Financial Report for the period ending July 2022. On a roll call vote, the following voted Aye: Members Gallinson, Kohler, Silver-Schack, Katz-Muhl, Arms, Bazer and Cassidy. Nay: none. Abstain: none. Absent: none. Motion carried.

### **Substitute Pay Rate**

The pay rate for Substitute Aides will increase from \$125 a day to \$135 a day.

It was moved by Member Cassidy and seconded by Member Silver-Schack that the Board approve the new pay rate for substitute aides. On a roll call vote, the following voted Aye: Members Kohler, Silver-Schack, Katz-Muhl, Arms, Bazer, Gallinson and Cassidy. Nay: none. Abstain: none. Absent: none. Motion carried.

## **HUMAN RESOURCES**

### **Meadowbrook Therapy Dog**

A therapy dog is being requested for Meadowbrook Elementary School to provide support to students who are approved to do so via parent permission.

It was moved by Member Bazer and seconded by Member Kohler that the Board approve the therapy dog for Meadowbrook School subject to completion and certification of the dog by Canines 4 Comfort. On a roll call vote, the following voted Aye: Members Kohler, Silver-Schack, Katz-Muhl, Arms, Bazer, Gallinson and Cassidy. Nay: none. Abstain: none. Absent: none. Motion carried.

## **BUILDING AND GROUNDS**

Joel Gallegos, Director of Buildings and Grounds, provided a summary of the work performed over the summer which included: doors either repaired or replaced, deep cleaning of all schools, return of furniture to schools from the storage at Grainger building, HVAC units replaced on roof at Greenbriar and Meadowbrook.

## **EDUCATION**

None.

## **LEGISLATION**

Member Cassidy relayed that the U.S. Department of Civil Rights has updated guidance to make sure the needs of those with disabilities are met.

## **POLICY**

None.

## **COMMUNICATION**

Terry Ryan discussed the first day of school picture contest and noted that each school has final new logos. There was one FOIA request from Student Transportation of America.

## **TRUENORTH**

None.

## **NEW BUSINESS**

None.

## **CLOSED SESSION**

**(In)**

At 8:15 p.m., it was moved by Member Silver-Schack and seconded by Member Kohler 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, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1).
2. The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
3. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).

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

(Out)

At 10:10 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 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 Cassidy that the meeting be adjourned. All members present voted Aye. Absent: none. Motion carried.

---

Jennifer Gallinson, Secretary

---

Tracy Katz-Muhl, President