

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, AUGUST 24, 2021

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held in the Northbrook Junior High School library and streamed on the district's YouTube Channel for said district on Tuesday evening, August 24, 2021.

President Tracy Katz Muhl called the meeting to order at 7:05 p.m. with the following members present at roll call:

DeShawn Arms  
Matt Cassidy  
Jen Gallinson  
Shweta Jinkala  
Michelle Kohler  
Mara Silver-Schack  
Tracy Katz Muhl

Absent: none.

Also present were Dr. Larry Hewitt, Superintendent; Dr. Kris Raitzer, Assistant Superintendent; Jessica Donato, Chief School Business Official; Dr. Kelly Sculles, Director of Student Services; Terry Ryan, Communications Director; Michelle Jackson, Director of Learning; and Ramsin Israel, District Computer Technician.

**VISITOR COMMENTS**

A parent shared his concerns about the accuracy of the Illinois SHIELD test.

**SUPERINTENDENT'S REPORT**

Dr. Hewitt presented the Board calendar for review, including a Sept. 13 Board workshop with the Illinois Association of School Boards. He shared the updated health metrics from the Elementary School Local Public Health Dashboard.

**(Opening of School Update)**

The first day of school went very well. The biggest challenge was helping parents get back into the habit of completing the CrisisGo health certification.

**(SHIELD Illinois Saliva Test)**

Dr. Hewitt stated the district is working with our third party administrator to get the program up and running as soon as possible. Parents continue to have the option to opt-out. There are currently over 300 students who have opted out of the test. The district was also informed this week that vaccinated individuals are not eligible.

Tents will be put up at Meadowbrook, Westmoor, and Greenbriar this week. Installation was delayed to a recent storm that damaged some of the vendor’s tents.

Travel guidance in Cook County continues to evolve. The CCDPH travel guidance now requires a 7-day quarantine of all unvaccinated individuals who return from an “orange” state, as well as a PCR test 3 to 5 days after their return. Dr. Hewitt will be consulting with the other Northfield Township School Districts regarding the best course of action. We are aware students may be traveling out of state for sports and other activities, so our less–than-24-hour rule is still in place as it was for the 2020-21 school year. The district continues to collect vaccination information on students. The certified staff vaccination rate currently stands at 97%. The District is also monitoring information regarding booster shots.

**(Ratification of New Staff**

It was moved by Member Arms and seconded by Member Silver-Schack that the Board of Education approve the following contract for employment for the 2021-22 school year, subject to the provisions of the Board policy pertaining to pension contributions, at the respective step and cash salary and TRS contribution (collectively known as “Salary”):

<u>NAME</u>	<u>SCHOOL</u>	<u>POSITION</u>	<u>STEP AND LANE</u>
Anna M. Sherbin	NBJH	Speech/Language	M+30-02, \$60,349

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

**APPROVAL OF MINUTES**

It was moved by Member Cassidy and seconded by Member Silver-Schack that the Board of Education approve the Special Meeting minutes of July 21, 2021, as the board was presented a copy prior to the meeting for review.

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

It was moved by Member Jinkala and seconded by Member Gallinson that the Board approve the Committee-of-the-Whole minutes of July 27, 2021; Regular Session minutes of July 27, 2021; and Closed Session minutes of July 27, 2021, since members had each previously been sent copies.

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

### **APPROVAL OF CONSENT AGENDA ITEMS**

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

#### **(Payroll – last half of July 2021 and first half of August 2021)**

the payment of employee salaries for the last half of July 2021, in the amount of \$224,915.83 and covered by check numbers 65603 through 65611, and deduction check numbers 65612 through 65624, 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 24, 2021;

the payment of employee salaries for the first half of August 2021, in the amount of \$236,199.10 and covered by check numbers 65625 through 65631, and deduction check numbers 65632 through 65636, 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 24, 2021;

#### **(Bills)**

vendor invoices totaling \$1,061,159.76 and Warrants listed as Numbers 57069 through 57212, with the following voids 57050 and 57068 confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated August 24, 2021.

#### **(Personnel Report: Contract Changes, Employment of Staff, Leaves, Resignations, Extra Duty Stipends)**

##### **(Contract Changes)**

Adela C. Cabrejo	GB	Spanish Teacher From Step M+00-04, \$60,277 to Step M+12-04, \$62,048.
Katherine M. Robison	MB	5 <sup>th</sup> Grade Teacher

From Step B+24-07, \$59,517.00 to Step M+00-07, \$66,096.

Pam Streeter	MB	School Nurse From \$49.70/hr. to M+30-12, \$81,063
Velvet Thomas	NBJH	7 <sup>th</sup> Grade LA From Step B+12-13, \$69,487.00 to Step B+24-13, \$70,177.
Corrie Tucker	GB	Fifth Grade Teacher From Step M+12-09 \$70,724, to Step M+30-09, \$74,449.
Brooke Valentine	NBJH	Foundational Teacher From Step B+12-07, \$59,515.00 to Step M+00-07, \$66,096.
Melissa R. Yeoman	MB	Spanish Teacher From Step B+12-08, \$ 60,362. To Step B+24-08, \$61,594.

**New Hires**

Ximena Algeria-Pinilla	WM	KidCare Aide	\$14/hr.
Jocelyn Avila-Martinez	WM	Custodian	\$16/hr.
Kiara Campbell	WM	KidCare Coordinator	\$21/hr.
Jason Chu	WM	2 <sup>nd</sup> Grade Aide	\$14/hr.
Alison DeGuzman	WM	One-on-One Aide	\$19/hr.
Tanja Donev	WM	2 <sup>nd</sup> Grade Aide	\$14/hr.
Jennifer Greco	WM	KidCare Aide	\$14/hr.
Kelli Hughes	MB	KidCare Aide	\$14/hr.
Emma Kania	GB	KidCare	\$14/hr.
Ally Mart	MB	Special Education Aide	\$18.25/hr.
Amy Peisert	GB	Aide	\$15.50/hr.
Georgia Pipikios	WM	Foundational Aide	\$15.50/hr.
Marissa Ruelli	MB	Special Ed Aide	\$19.45/hr.
Mark Schencker	MB	Special Ed Aide	\$20/hr.
Cynthia Smith	WM	Early Childhood Aide	\$18/hr.
Kathryn Walsh	MB	4 <sup>th</sup> Grade Aide	\$14/hr.

**Rehires**

Irene Koliopoulos	NBJH	Special Education Teacher M+00-07, \$66,096.00
Karee Schwartz	NBJH	Math M+30-17, \$95,346.00 prorated to 30%, \$28,158.53.

### **Resignations**

Hilary Charlton	NBJH	Psychologist
Lisa Crankshaw	GB	Foundational Aide
Kari Knebelkamp	GB	First Grade Aide
Laura Molinari	MB	Foundational Aide
Lisa Nockels	WM	Young Explorers Aide
Jennifer Novak	NBJH	Speech-Language Pathologist
Allison Prace	MB	4 <sup>th</sup> Grade Aide Aide
Silvia Rodriguez	GH	Foundational Aide
Revathi Sekar	WM	2 <sup>nd</sup> Grade Aide
Zyra Uy	WM	5 <sup>th</sup> Grade Aide
Linda Van Spankeren	MB	5 <sup>th</sup> Grade Aide
Molly Walker	WM	4 <sup>th</sup> Grade Aide
Elijah Wittenberg	NBJH	Custodian – part time

### **Extra Section Stipends 2021-22**

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 his/her class load exceeds a 1.0 F.T.E. The extra section stipends are as follows:

<b><u>Name</u></b>	<b><u>School</u></b>	<b><u>Position</u></b>	<b><u>Amount</u></b>
Kathryn Finch	MB	Music	\$1,184
Kula Geib	NBJH	PE	\$7,895
Bill Norris	GB	PE	\$5,921
Mary Perkins	NBJH	French	\$7,895
Tom Rosenbaum	MB	PE	\$13,026
Rachel Schlesinger	WM	PE	\$5,921
Diane Stein	MB	Art	\$1,184
Tyler Tampier	MB	PE	\$16,579
Tim Zinanni	GB	PE	\$5,921

### **Open Closed Session Minutes**

Open the closed session minutes from meetings held on the following dates:  
1/26/21, 3/16/21, 4/27/21, and 5/25/21;

### **Ratification of Salary Schedule 2021-22**

ratification of the updated Salary Schedule for 2021/22.

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

**FINANCE**  
**(Financial Report)**

The Board of Education received copies of the District 28 Financial Report for the period ending July 30, 2021. Jessica Donato, Chief School Business Official, presented the monthly financial packet, including 2020-21 audit update, budget update, bus route update, aide hourly rate adjustments of 2.21% and local, state & federal reports.

Mrs. Donato noted that there have been only a few problems in working through bus routes and assigned drivers, which are typical for the start of the school. She said she will arrange a communication to parents when the First View bus app has updated routes and is ready to go live.

It was moved by Member Arms and seconded by Member Kohler that the Board accept the District 28 Financial Report for the period ending July 2021.

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

**BUILDINGS and GROUNDS**  
**(Summer Projects Update)**

Dr. Hewitt reported the summer projects are progressing with no concerns. Roof replacements at Greenbriar and Northbrook Junior High School are nearing completion. A walk through was conducted on August 20 with the architect and roofing contractor to review punchlist items. Safety and security upgrades on the district access control, intrusion alarm and PA/Intercom system are ongoing. HVAC controls update at Greenbriar and Northbrook Junior High are almost finalized. For the Interior Door Security project, all secondary door locks are installed. Phase II will include specialty doors.

**LEGISLATION**

No report.

**COMMUNICATION**

Terry Ryan, Communications Director, reported on communications activities relating to the opening of school, including health and safety protocols; CrisisGo; media relations; Matter of Fact; and mobile app promotions. About 60 parents

participated in the social media #NB28FirstDay campaign, by posting photos of their children on the first day of school.

**TRUE NORTH EDUCATION COOPERATIVE 804**

Member Silver-Schack said the next meeting is scheduled for August 25.

**NEW BUSINESS**

None.

**ADJOURNMENT**

At 7:39 p.m., it was moved by Member Cassidy and seconded by Member Arms that the meeting be adjourned.

All members present voted Aye. Absent: none. Motion carried.

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Jennifer Gallinson Secretary

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Tracy Katz Muhl, President