

BOARD OF EDUCATION  
NORTHBROOK SCHOOL DISTRICT 27  
COOK COUNTY, ILLINOIS

|                            |   |
|----------------------------|---|
| Regular Meeting of 7/27/23 | The Regular Meeting of July 27, 2023 of the Board of Education, School District 27 was called to order at 6:32 p.m., in the Wood Oaks Commons, 1250 Sanders Road, in said district. |
|----------------------------|---|

**Regular Meeting at 6:30 pm**  
**Wood Oaks Commons**

Board President Melissa Copeland called the Regular Board Meeting to order at 6:32 p.m.

Roll Call      On call of the roll, the following members were present:

Present:      Mrs. Melissa Copeland, President  
                 Mr. Matthew Basinger, Vice President  
                 Mr. Opi Akuffo  
                 Mrs. Martha Carlos  
                 Dr. Gali Oren-Amit  
                 Mr. Daniel Terrien  
                 Mr. Jack Waddle

Staff:            Dr. John Deiter, Superintendent  
                 Dr. Kimberly Rio, Assistant Superintendent  
                 Dr. Katharine Olson, Assistant Superintendent  
                 Dr. Rob McElligott, Director of Human Resources

Absent:          None

Community Comments for Items on the Agenda - No Public Comment.

1. Board Reports

- Report on Board Finance Committee Meeting of July 25, 2023

Mr. Akuffo reported that the Finance Committee Members reviewed and discussed the Tentative Budget proposal for the 2023-2024 school year along with Dr. Rio the Assistant Superintendent of Business and Finance. The committee recommended presenting the Tentative Budget for approval at the July 27, 2023 Board of Education meeting.

2. Staff Reports

- Review the Tentative 2023-24 Budget

Dr. Rio, Assistant Superintendent of Business and Finance provided a detailed presentation of the components of the 2023-24 Tentative Budget for the Board of Education.

The total budget is set at \$33 million which is a 4.5% increase over FY23 budget. The current budget allocates \$300,000 toward contingencies. Dr. Rio reported to the Board that the District is in good financial standing with a 56% fund balance reserve.

A copy of the tentative budget is available for inspection at the District 27 office, 1250 Sanders Road, from July 28 through September 21. A public hearing will be held on September 7, followed by the adoption of the budget on September 21.

- Consolidated District Plan

Dr. Olson, Assistant Superintendent of Curriculum and Instruction explained the CDP for the Board of Education. She reviewed the needs assessment, and what the IDEA & Title I, II and IV grants funds are allocated to. Northbrook 27 continues to use grant funds for the Summer Success program. The Title I grant has been reduced from \$60,000 to \$33,849. The Title IV is \$10,000 and is used to help fund the behavior coach position. There is a continued focus on PBIS and preschool as well as Diversity, Equity and Inclusion (DEI), which is also included in the CDP. The Title II funds are utilized for the Solomon Schechter Day School. The CDP will be submitted to the state tonight for their approval.

- FOIA Request - Katy Smyser, NBC
- FOIA Request - Vince Espi, Prairie State Wire
- FOIA Request - Vince Espi, Prairie State Wire
- FOIA Request - Josiah Chatterton, Prairie State Wire
- FOIA Request - Josiah Chatterton, Prairie State Wire
- FOIA Request - Roy F. McCampbell

Ms. Tarah O’Connell, Director of Communications explained the FOIA Requests and the District’s responses.

Consent Agenda

Board President Mrs. Copeland called for Review of the Consent Agenda items.

Financial Statement The monthly financial statement was reviewed previously during the Finance Committee meeting summary.

Upon review Matt Basinger moved and Jack Waddle seconded the motion that the Board of Education approve the items on the consent agenda with a roll call vote as listed below.

On roll call vote, the members voted as follows:

AYE: Opi Akuffo, Matthew Basinger, Martha Carlos, Melissa Copeland, Dr. Gali Oren-Amit, Daniel Terrien, and Jack Waddle.

NAY: None

ABSENT: None

- No. 19839 Approval of the Regular Board of Education Meeting Minutes of June 22, 2023
- No. 19840 Approval of the Closed Session Meeting Minutes of June 22, 2023
- No. 19841 Approval of the Special Board of Education Meeting Minutes of June 29, 2023

3. Personnel Transactions

No. 19842 Approval of Hire

| <u>Name</u> | <u>Position</u> | <u>Location</u> | <u>StartDate</u> | <u>Salary</u> |
|-------------|-----------------|-----------------|------------------|---------------|
|-------------|-----------------|-----------------|------------------|---------------|

Jill Allen      Assistant Secretary      Hickory Point      Aug. 17, 2023      \$35,186 annually

**No. 19843**      Approval of Hire

| <u>Name</u>       | <u>Position</u>    | <u>Location</u> | <u>StartDate</u> | <u>Salary</u>     |
|-------------------|--------------------|-----------------|------------------|-------------------|
| Caroline Buckland | Building Secretary | Hickory Point   | Aug. 10, 2023    | \$55,000 annually |

**No. 19844**      Approval of Hire

| <u>Name</u>    | <u>Position</u>         | <u>Location</u> | <u>StartDate</u> | <u>Salary</u>   |
|----------------|-------------------------|-----------------|------------------|-----------------|
| Sydni Schwartz | Instructional Assistant | Shabonee        | Aug. 21, 2023    | Grp III, Step 2 |

**No. 19845**      Approval of Hire

| <u>Name</u>     | <u>Position</u>         | <u>Location</u> | <u>StartDate</u> | <u>Salary</u>   |
|-----------------|-------------------------|-----------------|------------------|-----------------|
| Lizbeth Herrera | Instructional Assistant | Hickory Point   | Aug. 21, 2023    | Grp III, Step 3 |

**No. 19846**      Approval of Hire

| <u>Name</u> | <u>Position</u>         | <u>Location</u> | <u>StartDate</u> | <u>Salary</u>    |
|-------------|-------------------------|-----------------|------------------|------------------|
| Lisa Rand   | Instructional Assistant | Hickory Point   | Aug. 21, 2023    | Grp III, Step 15 |

**No. 19847**      Approval of Hire

| <u>Name</u>   | <u>Position</u>           | <u>Location</u> | <u>StartDate</u> | <u>Salary</u> |
|---------------|---------------------------|-----------------|------------------|---------------|
| Carli Bissing | Special Education Teacher | Wood Oaks       | Aug. 21, 2023    | MA+15, Step 8 |

**No. 19848**      Approval of Hire

| <u>Name</u>      | <u>Position</u> | <u>Location</u> | <u>StartDate</u> | <u>Salary</u> |
|------------------|-----------------|-----------------|------------------|---------------|
| Danielle Shaykin | School Nurse    | Shabonee        | Aug. 21, 2023    | \$35/hr       |

**No. 19849**      Approval of Hire

| <u>Name</u>     | <u>Position</u>          | <u>Location</u> | <u>StartDate</u> | <u>Salary</u>                                      |
|-----------------|--------------------------|-----------------|------------------|--|
| Theresa Johnson | Asst to Director of SpEd | District Office | July 31, 2023    | \$65,000 annually (prorated this year to \$59,995) |

**No. 19850**      Acceptance of Intent to Retire, Principal, Wood Oaks, 2026-2027

**No. 19851**      Acceptance of Intent to Retire, Principal, Hickory Point, 2026-2027

**No. 19852**      Acceptance of Retirement, Special Education Administrative Assistant

**No. 19853**      Acceptance of Resignation, Instructional Assistant, Shabonee

**No. 19854**      Acceptance of Resignation, Instructional Assistant, Hickory Point

4. **Financial Reports**

**No. 19855**      Statement of Claims #1 for July, 2023 in the amount of \$126,948.00 was approved and the report was made part of the official minutes.

**No. 19856**      Statement of Claims #2 for July, 2023 in the amount of \$1,228,078.61 was approved and the report was made part of the official minutes.

- No. 19857** Statement of BMO Claims for July, 2023 in the amount of \$5,942.78 was approved and the report was made part of the official minutes.
- No. 19858** Statement of Position for June, 2023 in the amount of \$18,619,933.10 was approved and the report was made part of the official minutes.
- Copies of the Statement of Investments for the period ending May, 2023 were distributed to Board members for their review. This report shows that as of this date, the district has \$----- invested in funds that are earning interest at rates that range from 0.01 to 4.95 percent. This report was made part of the official minutes.
- No. 19859** Statement of Receipts for June, 2023 in the amount of \$65,945.00 was approved and the report was made part of the official minutes.
- No. 19860** Status of Appropriations for June, 2023 in the amount of \$5,143,398.32 was approved and the report was made part of the official minutes.
- No. 19861** Wood Oaks Activity Report, June, 2023 in the amount of \$22,864.59 was approved and the report was made part of the official minutes.
- No. 19862** Payroll Dated June 30, 2023(A), in the amount of \$659,793.98 be ratified and that the report was made part of the official minutes.
- No. 19863** Payroll Dated June 30, 2023(B), in the amount of \$570,930.16 be ratified and that the report was made part of the official minutes.
- No. 19864** Payroll Dated June 30, 2023(C), in the amount of \$573,813.81 be ratified and that the report was made part of the official minutes.
- No. 19865** Payroll Dated June 30, 2023(D), in the amount of \$219,389.44 be ratified and that the report was made part of the official minutes.
- No. 19866** Payroll Dated June 30, 2023(E), in the amount of \$523.77 be ratified and that the report was made part of the official minutes.
- No. 19867** Payroll Dated June 30, 2023(F), in the amount of \$2,567.50 be ratified and that the report was made part of the official minutes.
- No. 19868** Payroll Dated June 30, 2023(R), in the amount of \$177,394.24 be ratified and that the report was made part of the official minutes.
- No. 19869** Payroll Dated July 14, 2023, in the amount of \$203,611.92 be ratified and that the report was made part of the official minutes.
- No. 19870** Payroll Dated July 14, 2023 (B), in the amount of \$3,044.73 be ratified and that the report was made part of the official minutes.
- No. 19871** Approval of Student Fees for the 2023-24 School Year

That the Board of Education approves the following student fees for school year 2023-24:

- Subscriptions & Material Fees      K-2      \$ 90.00

|                       |     |          |
|-----------------------|-----|----------|
|                       | 3-5 | \$ 65.00 |
|                       | 6-8 | \$ 75.00 |
| • Milk                |     | \$ 5.00  |
| • Bus Fee             |     | \$415.00 |
| • Technology User Fee | K-1 | \$ 50.00 |
|                       | 2-5 | \$ 85.00 |
|                       | 6-8 | \$100.00 |

There will be no increase in student fees with the exception of the bus fee, which represents a 5% increase per rider, to help offset an 18% increase in transportation costs to the District. Additionally, a 25% discount will be applied for families with three or more riders. A communication will be sent to parents in early August with information pertaining to the student fee structure and instructions on how to access the online portal for payment.

**No. 19872**      Approval of the Salary Compensation Report Pertaining to Public Act 096-0434

**No. 19873**      Approval of Consolidated District Plan with Plans for Title I, II, and IV

**No. 19874**      Approval of Bids for the 2024 Mechanical and Life Safety Improvements at Hickory Point RB Construction

Contract Value - \$497,000

General Trades

DeKalb Mechanical

Contract Value - \$2,272,500

HVAC

American Electric Construction Co.

Contract Value - \$965,442

Electrical

Unfinished Business - None scheduled

New Business -

**No. 19875**      Approval of the Tentative 2023-24 Budget \$33 Million

Opi Akuffo moved and Daniel Terrien seconded the motion that the Board of Education approve the Tentative 2023-24 Budget as presented with a roll call vote as listed below.

On roll call vote, the members voted as follows:

AYE: Opi Akuffo, Matthew Basinger, Martha Carlos, Melissa Copeland, Dr. Gali Oren-Amit, Daniel Terrien, and Jack Waddle.

NAY: None

ABSENT: None

First Review of Policy Updates from Illinois Association of School Boards PRESS Issue #112

- 2:170, Procurement of Architectural, Engineering, and Land Surveying Services
- 4:45, Insufficient Fund Checks and Debt Recovery
- 4:100, Insurance Management
- 5:230, Maintaining Student Discipline
- 6:190, Extracurricular and Co-curricular Activities
- 7:305, Student Athlete Concussions and Head Injuries

These policies will be listed on the August 17, 2023 agenda for approval

Good and Welfare - The Board of Education sends their best wishes to Northbrook students and families for a wonderful conclusion to the summer break and we are all looking forward to seeing the students again next month.

Community Comments - No comments were made from community members.

Superintendent Comments / Update

Dr. Deiter stated that during summer staff has been busy with technology updates and the Maintenance & Facilities department are very busy adding the extra spaces at Hickory Point school. They are also building a new sensory room. The work is being done in house at a significant cost savings. Dr. Rio is working through the annual auditor process periodically through December.

Dr. McElligott has worked to fill most of the open positions this summer; there are still a few new hires to place.

Closed Session - None scheduled

**No. 19876** Motion to Adjourn the Open Board Meeting.

**Adjournment:** There being no further business to come before the Board at this time Mrs. Carlos moved and Mr. Akuffo seconded the motion that the Open meeting be adjourned. A voice vote was taken, all in favor.

The motion was unanimously approved, and Board President Melissa Copeland called the meeting adjourned at 7:27 p.m.

CERTIFIED TO BE CORRECT:

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
SECRETARY

## MINUTES APPROVED ON 8/17/2023