

BOARD OF EDUCATION  
NORTHBROOK SCHOOL DISTRICT 27  
COOK COUNTY, ILLINOIS

Regular Meeting of 9/21/23	The Regular Meeting of September 21, 2023 of the Board of Education, School District 27 was called to order at 6:30 p.m., in the Wood Oaks Commons, 1250 Sanders Road, in said district.
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**Regular Meeting at 6:30 pm**  
**Wood Oaks Commons**

Board President Melissa Copeland called the Regular Board Meeting to order at 6:30 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 - None Scheduled
2. Staff Reports
  - Report on the New Teacher Reception held at 6:00 PM

Dr. McElligott, the Director of Human Resources thanked the Board of Education for participating in the New Teacher Reception. This event affords incoming teachers the opportunity to review the mentoring process, become more familiar with NB27 and to give their feedback on the onboarding program. We are honored and privileged to have this opportunity to welcome our new staff members at the informative event.

- Opening of School Updates from Principals

Dr. Maureen Deely, Principal of Hickory Point school indicated that there are 450 students enrolled this year and that is the largest enrollment to date. Everyone is pleased to welcome students to the new Little Bulldog program. The school motto this year is: We are all doing hard things, learning and growing together. Thank you to our generous PTA for all of their work in supporting our staff and students.

Dr. John Panozzo, Principal of Shabonee school discussed this year's back to school activities, students who were new to Shabonee had the opportunity to attend a sneak preview and then the Meet & Greet event. Thank you to the wonderful PTA for supporting the staff. The PBIS assembly was a wonderful activity and this has been a great start to the school year.

Ms. Cari Beake, Principal of Wood Oaks school shared a video of the first day of school. The theme, "Be Part of the Team" covered topics such as how do we focus and help each other. Band camp has started with Mr. Gordon. Also talked about was the removal of backpacks from the classroom, this has allowed for much greater space in the classrooms. As always, a big thank you to the PTA for all of the staff support and for welcoming back the students. Lastly, we were fortunate to have Chloe, the Northbrook Police Department support dog on site to welcome everyone.

- Transportation Update

Mr. Rick Hansen, the Director of Facilities, stated that we are currently in year one of a two year contract extension with North Shore transit. At the beginning of the year, all of the logistics are reviewed to see if things are running smoothly. There are 24 routes total with 639 currently registered riders and 99 students are registered for the athletic bus. A mobile app is available for parents called Traversa Ride 360. The bus routes are regularly monitored throughout the year. Thank you to the Principals and their support staff for all of their assistance and for fielding calls during the first weeks of the school year.

- Behavior Coaching Update

Elizabeth Kramer, K-8 Behavioral Coach informed the Board members that during her many years as a Social Worker she has wanted this position to be realized and after three years in this role she is pleased to review the current process for the Board of Education. The coaching role is to mediate the teachers and offer guidance in the thought processes. They are trying to build skills to be proactive when issues arise; i.e. a student in crisis; rather than reactive with a focus on coaching, student support for behavior issues and ESL. The different levels of the coaching cycle: initial, formal, brief coaching and then consulting as needed. The model includes cognitive and instructional coaching. She continued to explain how they collect data and revise their plans on an ongoing basis.

- Report on the 2023 Illinois Assessment of Readiness (IAR) Results

Dr. Olson, Assistant Superintendent of Curriculum and Instruction reviewed the data from 2022 which was similar to 2021 and mostly flat growth. Due to that action plans were created which focused around the social emotional health of the students. Strategies have been added to improve stamina; calm corners, self soothing, and student engagement.

In Math: Action Plans from 2022-23 were implemented at Shabonee, they expanded teachers' use of Edulastic, they are reviewing grade level vs classroom data. Also added was a new resource for fractions in grade four. At Wood Oaks, for Math we have partnered with Carnegie to study our math performance results and receive guidance in formal sessions. They developed more structure for the Mathia classes, conducted LRIA analysis and made changes to the order of topics taught.

In Reading, Hickory Point has been utilizing Into Reading, Shabonee implemented Into Reading, Wood Oaks conducted LRIA review and planned instructional areas for focus.

The overall 2023 IAR performance results show improvement. Dr. Olson reviewed the 2023 IAR reading and math scores, 2019 - 2023 per grade level 3-8; ELA scores - our assessment scores are moving in the right direction but we will need to accelerate to get back to pre pandemic levels.

Action plans for 2023-24: Shabonee will be expanding data review processes in grades three and four.

Wood Oaks devoted time over summer studying data, adjusting pacing and refining the curriculum. Reading

Plan: at Hickory Point - they will be using the Science of Reading, Shabonee will implement year two Into Reading and will develop performance benchmarks for students' written responses to texts. Wood Oaks will implement a one-year MS Reading/LA Coordinator position.

- Fall Enrollment Report

Dr. Deiter reported the in-grade growth. The existing formula will continue to be used to project student enrollment. There was little growth at the middle school level this year. It is worth discussing whether or not we want to continue to use 125 for our base in kindergarten; we may need to adjust it. The last two years we have seen an increased enrollment in grades one and two, as such we need to keep an eye on the current kindergarten class to see if we will need to add an 8th section for first grade next year.

Demographic information was included for this year, the data went back ten years. 83% white, this year is recorded at 63%; the district continues to become more diverse. The second grade class grew as well, we will need eight sections in third grade as well next year. Partnerships at Shabonee will be disrupted at eight sections. By fifth grade we can usually start to have larger class sizes. Overall enrollment projections are estimated to be 1370 students by 2027-2028. If the current student growth continues we will need to make some decisions regarding our limited classroom space. The Lady of the Brook proposal was disapproved and that developer backed out. Our special education programming is expected to continue to grow. If we do have an 8th section of first grade next year, we will not have enough space for additional Special Education growth. We may need to go back and revisit the health / life safety space utilization study for Hickory Point. We are awaiting what the December property tax collection comes in at and at that point we will revisit what the financial landscape looks like and we will revisit the space utilization study. Spring will offer a more definitive discussion based on numbers.

- Report on Class 6b property tax incentive request 3075-3085 Commercial Avenue

Dr. Rio, the Assistant Superintendent of Business and Finance explained the 6b tax incentive, it is designed to attract new industry. Cook County and the local municipalities are the entities who approve the 6b, but the local school districts are asked to share what the impact to them will be. We are asking the Board of Education to write a letter in support or opposition of the ten year process of incremental assessment level. There is a decent blend of commercial, industrial, and residential tax base in Northbrook. This property has been vacant since June 2022. Resin Technology Inc. is requesting this tax incentive. We are asking the village to uphold the option of property reassessment. The Village has done a preliminary review of their application. We will request that the Village uphold the prohibition on re-appealing.

- FOIA Request, Janine Asmus

Ms. Tarah O'Connell, Director of Communications explained the FOIA Request and the District's response.

### Consent Agenda

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

### Financial Statement Mr. Terrien read the August 2023 Month End Financial Statement.

The District remains in a stable financial position. However, we must be reminded that the second installment 2022 tax bills have not been mailed out to taxpayers, which means second installment 2022 property tax collections are delayed. Property tax collections are the District's main source of revenue, as the District utilizes fund balance reserve for the months of September through January and April through June to cover regular operating expenses. We are monitoring the

cumulative fund balance reserve. As of month end, August, we are at \$16.2M in reserve or 49%. To our knowledge, the tax bills will be due December 1, and collections should be received by the District in late December, early January. In order to protect the cash flow ability of the District, we may recommend a Working Cash Fund loan to cover the payroll and accounts payable payouts through the month of December. We will keep the Board posted.

- On the revenue side of the budget, the majority of the receipts recorded are school fee collections and state and federal grant program receipts. We will wait to update the property tax collection rate once we have a regular collection cycle.
- On the expenditure side of the budget, there are no unfavorable budget to actual line items to report.
- We report on property tax refunds once we have a regular property tax collection cycle.
- On the Statement of Investments, the average rate of return for month end August was 5.29%. This is good; however, we do not have a regular investment cycle as impacted by the delay in property tax collections. As investments mature, we are keeping dollars liquid to maintain cash flow and pay regular bills (payroll and payables). We will return to a normal investment cycle once property tax collections are stable.

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

NAY: None

ABSENT: None

**No. 19904** Approval of the Regular Board of Education Meeting Minutes of August 17, 2023

**No. 19905** Approval of the Regular Board of Education Meeting Minutes of September 7, 2023

3. Personnel Transactions - None Scheduled

4. Financial Reports

**No. 19906** Statement of Claims for September, 2023 in the amount of \$1,446,903.79 was approved and the report was made part of the official minutes.

**No. 19907** Statement of BMO Claims for September, 2023 in the amount of \$26,555.40 was approved and the report was made part of the official minutes.

**No. 19908** Statement of Position for August, 2023 in the amount of \$16,272,603.34 was approved and the report was made part of the official minutes.

Copies of the Statement of Investments for the period ending August, 2023 were distributed to Board members for their review. This report shows that as of this date, the district has \$16,201,291.14 invested in funds that are earning interest at rates that range from 0.01 to 5.35 percent. This report was made part of the official minutes.

- No. 19909**      Statement of Receipts for August, 2023 in the amount of \$745,898.00 was approved and the report was made part of the official minutes.
- No. 19910**      Status of Appropriations for August, 2023 in the amount of \$1,757,714.76 was approved and the report was made part of the official minutes.
- No. 19911**      Wood Oaks Activity Report, August, 2023 in the amount of \$20,699.59 was approved and the report was made part of the official minutes.
- No. 19912**      Revolving Fund Report, September, 2023 in the amount of \$1,624.00 was approved and the report was made part of the official minutes.
- No. 19913**      Payroll Dated August 31, 2023, in the amount of \$896,465.14 be ratified and that the report was made part of the official minutes.
- No. 19914**      Payroll Dated September 15, 2023, in the amount of \$894,458.24 be ratified and that the report was made part of the official minutes.
- No. 19915**      Approval of Bid for Snow Removal Contract FY24-FY25
- No. 19916**      Acceptance of Building Threat Assessment Plans for 2023-24

Unfinished Business - None Scheduled

New Business - Adoption of the 2023-24 Final Budget

Upon review Mr. Basinger moved and Dr. Oren-Amit seconded the motion that the Board of Education approve the Adoption of the 2023-24 Final Budget with a roll call vote as listed below.

On roll call vote, the members voted as follows:

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

NAY: None

ABSENT: None

Good and Welfare - Dr. McElligott reported on the new staff recognition initiative: Thumbs up Thursday. Staff submits a google form recognizing a colleague and a weekly drawing for a Starbucks gift card is drawn from the submissions. We have already received 42 submissions from staff singing the praises of their colleagues!

Thank you to Elizabeth Kramer for the behavioral coaching presentation, it was very informative and good to see what is being accomplished and planned for both student and staff development.

Community Comments - No Comments

Superintendent Comments / Update

Dr. Deiter mentioned the rollout of the DEI plan and Heritage months. A letter to parents went out last week. There were a few fair questions from Hickory Point and how the LBGQT will be addressed and what

the responses will be. At that grade level the information shared will be limited to age appropriate, gender neutral topics such as anyone can play with trucks or dolls.

**No. 19917** Motion to Move into Closed Session; Mr. Waddle moved to adjourn to Closed Session, seconded by Dr. Oren-Amit with a roll call vote as listed below.

On roll call vote, the members voted as follows:

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

NAY: None

ABSENT: None

- EPP Overview
- Administrative Retirement Agreement Recommendations

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, 5 ILCS 120/2(c)(1).

For the purpose of reviewing 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).

**No. 19918** Motion to Reconvene to Open Session; Mrs. Carlos moved to return to open session, seconded by Mr. Terrien, A voice vote was taken, all in favor.

**No. 19919** Motion to Adjourn the Open Board Meeting.

**Adjournment:** There being no further business to come before the Board at this time Mr. Waddle 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 9:39 p.m.

CERTIFIED TO BE CORRECT:

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PRESIDENT

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SECRETARY

## **MINUTES APPROVED ON 10/19/23**