

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, OCTOBER 24, 2023

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held in the HOH Conference room in said district and streamed on the district's YouTube Channel on Tuesday evening, October 24, 2023.

President Gallinson called the meeting to order at 7:02 p.m. with the following members present at roll call:

Jennifer Gallinson  
DeShawn Arms  
Beth Bazer  
Christine Beeftink  
Matt Cassidy  
Mara Silver-Schack  
Adam Weinstock

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; Chrissy Yonaites, Recording Secretary, Mark Hay; Core Council Representative and Jeremy Bartunek; Greenbriar Music Teacher.

Public Attendees: Beth Jones, incoming Interim Assistant Director of Student Services

#### **VISITORS COMMENTS / PRESENTATIONS**

None.

#### **SUPERINTENDENT'S REPORT**

##### 2024-25 School Calendar

A calendar was presented for the 2024-25 School Year. Following past practice, the district developed a calendar for 2024-25 based on the start and end dates as well as major holiday breaks in the District 225 calendar.

##### Strategic Plan Partner

Dr. Pearson discussed a proposal for a new strategic plan partner that is in the consent agenda for board approval. After researching and interviewing several organizations, the district found Catalyst for Educational Change (CEC) to be the best fit. CEC also helped facilitate the current district strategic plan. The CEC program includes an orientation, readiness planning, data analysis along with multiple sessions discussing

our vision, setting the direction and final plan review. Sessions will include staff, families, and community members. The process takes about 6 months. The district will start in January and finish up in May.

#### Interim Assistant Director for Student Services- Beth Jones

Dr. Pearson introduced the interim role of Assistant Director for Student Services. This role is being added this year to support the needs of the district. Mrs. Jones will primarily work at Greenbriar.

#### Enrollment Report

The monthly enrollment report was also provided for review.

### **APPROVAL OF MINUTES**

It was moved by Member Cassidy and seconded by Member Arms that the Board of Education approve the Regular Meeting Minutes of September 26, 2023 and the Closed Meeting Minutes of September 26, 2023, since members had each previously been sent copies.

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

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

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

#### **Payroll**

The payment of employee salaries for the second half of September 2023, in the amount of \$1,668,652.02 and covered by check numbers 67254 through 67269 and deduction check numbers 67270 through 67288 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 24, 2023;

The payment of employee salaries for the first half of October 2023, in the amount of \$1,699,704.39 and covered by check numbers 67289 through 67304 and deduction check numbers 67305 through 67312 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 24, 2023.

#### **Bills**

For July vendor invoices totaling \$468,136.18 and Warrants listed as Numbers 61571 through 61730, and the following voids: none, confirmed by the signature of the President of the School District 28 Board of Education, and dated October 24, 2023.

**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>
Byong Hee (Helen) Tanaka	Spec Educ Aide	GB	\$21.97/hr	9/28/23
Breanna Terrell	Spec Educ Aide	GB	\$21.97/hr	10/2/23
Mary Francis Forde	Spec Educ Aide	GB	\$21.97/hr	10/3/23
Shirley Feng	Admin Asst.	DO	\$24.62/hr	10/16/23
Emma Ballard	Spec Educ Aide	GB	\$21.75/hr	10/19/23
Shala Regenbaum	Spec Educ Aide	GB	\$22.75/hr	10/23/23
Catherine Janus	Admin Asst.	GB	\$27.50/hr	11/6/23

\* 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>
Diane Gillis	Admin Asst	GB	Resignation	10/20/23
Jennifer Kenny	Health Aide	NBJH	Resignation	10/24/23

<b>Staff Leave of Absence</b>				
<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Reason</b>	<b>Effective Date</b>
Shana Silver	Teacher	MB	Parental	4/21/24

<b>Staff Lane Changes</b>
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<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Current Salary</b>	<b>New Salary</b>
Kristin Cash	Tech Coach	GB	M+12-12 \$80,009	M+30-12 \$82,859
Danyel Kilburg	Special Ed Teacher	NBJH	B+00-15 \$63,578	B+12-15 \$72,516
Sydney Berg	Special Ed Teacher	NBJH	B+12-05 \$57,111	B+24-05 \$57,983
Trina Newman	Gifted/Talented Teacher	WM	B+12-16 \$72,516	B+24-16 \$75,161

**Interim Assistant Director of Student Services Contract**

A contract for an interim Assistant Director of Student Services was presented to the board for approval.

**2024-25 School Calendar**

The 2024-25 School Calendar was approved. The first Teacher Institute day is Monday, August 19 and the first day of school for students is Wednesday, August 21. The last day of school is tentatively scheduled for Tuesday, June 3.

**Open Closed Session Minutes**

The following closed session meeting are to be opened: Buildings and Grounds (10/12/22) and Regular Meetings (10/27/22, 9/29/22) Committee of the Whole (3/24/09, 7/28/09)

**Strategic Plan Contract- Catalyst for Educational Change (CEC)**

Dr. Pearson presented the vendor and contract during the superintendent report, recommending the board approve the contract in the consent agenda.

On a roll call vote, the following voted Aye: Members Arms, Bazer, Beeftink, Cassidy, Gallinson, Silver-Schack and Weinstock. 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, 2023. Jessica Donato also provided updates on NBJH cafeteria sales and the fiscal year audit.

### **Financial Packet**

Financial reports for the month ended September 30, 2023 and the list of bills paid in September was included in the Board packet. After two months of the new fiscal year, the monthly variance report shows 17.0% of the 2023-24 budget expended and 4.6% of budgeted revenues collected.

### **Food Service Sales**

NBJH food services for the month of September totaled \$64,333. Organic Life's operating statement has a deficit of \$1,921 for the month. The year-to-date operating deficit is \$14,363, due to the large deficit last month for startup costs.

### **Fiscal Year 2023 Audit**

The audit will be presented at the November Board meeting. The capital assets report was delayed, and the auditors are working through those details. We have applied for and received an extension from the North Cook ISC.

It was moved by Member Bazer and seconded by Member Weinstock that the Board accept the District 28 Financial Report for the period ending September 30, 2023.

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

### **Resolution of Estimated Property Tax Levy 2023**

Every year, the district must adopt a tax levy to request local property tax revenues. Ms. Donato presented the estimated property tax levy for 2023 of \$45.7 million. The tax levy is subject to the limitation of the Property Tax Limitation Law, (PTELL), otherwise known as the tax cap, which restricts growth in property tax revenue to the lesser of 5% or the CPI from the previous calendar year. The CPI for 2022 is 6.5%. With the combination of the unknowns (equalized assessed valuation and new property) and a CPI above 5%, the district is proposing a levy increase of 9.98% over the prior year's extension. Because the proposed 2023 levy will exceed 5.0% the District is required to publish a notice and hold a public hearing.

It was moved by Member Cassidy and seconded by Member Arms that the Board approve the 2023 Estimated Property Tax Levy resolution, as presented.

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

## **HUMAN RESOURCES**

Edward Brophy, Director of Human Resources and Administrative Services reported his

three current focuses are filling position vacancies, hiring substitute teachers and adding content to the new staff intranet.

## **STUDENT SERVICES**

Dr. Sculles reported that she is working with school psychologists, reviewing their work load, evaluations and day-to-day tasks. This is a periodic review taking a comprehensive look at the role, especially upon the increase of requests for student evaluations.

## **TEACHING AND LEARNING**

### **State Library Grant**

Dr. Raitzer informed the board about the State Library Grant. The School District Library Grant Program is designed to support library media services in Illinois public school districts. The district rotates which school receives the grant funding each year. This year, Greenbriar Elementary and librarian Colleen Sanchez will receive the \$1,531.67 award.

## **BUILDINGS AND GROUNDS**

### **Facility Master Plan Update**

Ms. Donato reported the district has received a rough draft of the facility master plan and they are currently working with the Architects to make some updates. The goal is to present the plan to the Buildings and Grounds Committee next month. Being there is no board meeting in December, the Master Plan will be brought to the January meeting for approval.

## **LEGISLATION**

### **IASB Resolutions Committee Report 2023**

The Board was provided the IASB resolutions committee report ahead of the meeting. Members discussed the resolutions being voted on this November and decided a delegate from the Board is not needed to attend this year.

## **POLICY**

President Gallinson noted there is a meeting in November to continue to work on the new Press Plus. She will report back next month.

## **COMMUNICATION**

Mrs. Ryan updated the board on the launch of the new district website. Mrs. Ryan informed the board that there will be a NBJH Blue Ribbon Celebration tentatively set for December 1. She also provided a summary of the Mindfulness program with CATCH for 3rd and 6th grade families. Greenbriar School is raising funds for an outdoor classroom in memory of Mary Porcaro.

There were two FOIA requests this month.

### **TRUE NORTH EDUCATIONAL COOPERATIVE 804**

Member Beeftink reported on some updates from TrueNorth. There are multiple non-member districts interested in joining TrueNorth. TrueNorth is finishing Phase 1 of their renovations and Phase 2 will begin soon.

### **NEW BUSINESS**

No updates.

### **CLOSED SESSION**

In

At 7:41 p.m., it was moved by Member Silver-Schack and seconded by Member Arms that the Board of Education go into Closed Session to discuss the following:

- Collective negotiating matters between the public body and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).

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

Out

At 8:24 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 voted Aye: Members Arms, Bazer, Beeftink, Cassidy, Gallinson, Silver-Schack and Weinstock. Nay: none. Abstain: None. Absent: None. Motion carried.

### **ADJOURNMENT**

At 8:25 p.m., it was moved by Member Arms and seconded by Member Silver-Schack that the meeting be adjourned. All members present voted Aye. Absent: None. Motion carried.

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Beth Bazer, Secretary

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Jennifer Gallinson, President