

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, NOVEMBER 28, 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, November 28, 2023.

President Gallinson called the meeting to order at 7:01 p.m. with the following members present at roll call:

Jennifer Gallinson
DeShawn Arms
Beth Bazer
Christine Beeftink
Matt Cassidy
Adam Weinstock

Absent: Mara Silver-Schack (arrived at 8:04pm)

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; Ericka Garza, Meadowbrook Principal and Jeremy Bartunek, Greenbriar Music Teacher & Livestream Technician.

Public Attendees: Don Shaw of Lauterbach & Amen LLC, Nicki Bazer of Franczek and one public citizen.

PUBLIC HEARING

Tax Levy Hearing

It was moved by Member Arms and seconded by Member Cassidy that the Tax Levy Hearing be opened at 7:02 p.m.

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

Chief School Business Official Jessica Donato presented to the board.

Ms. Donato started with an overview of how property taxes work noting that in Cook County the 2022 bills were reassessed resulting in a 34% increase in overall property value.

The district must adopt a tax levy to receive local property tax revenues. Local property tax revenues fund about 82% of the district's operations. Tax cap laws limit the amount that can be collected by 5% or the Consumer Price Index, whichever is less, over the prior year, plus new growth.

The \$45.7 million levy for 2023 is close to a 10% increase from the 2022 levy. This levy funds the 2024-25 school year. The actual amount the district will receive is called an extension and is set by Cook County. The extension is expected to be about \$2.5 million or 6% more than 2023.

Ms. Donato also informed the board that the cash balance for the Fiscal Year 2023 was \$23,281,976.

Board members asked questions at that time to further their understanding.

There were no public questions.

At 7:18 p.m., after a review and there being no further questions, it was moved by Member Bazer and seconded by Member Arms that the hearing on the 2023 Tax Levy close.

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

VISITORS COMMENTS / PRESENTATIONS

Auditor Presentation- District Finances Lauterbach and Amen , LLC – Annual Financial Report

Don Shaw of Lauterbach & Amen LLC presented the annual audit for the year ending June 30, 2023. The firm reported that the district had a clean audit and Mr. Shaw highlighted specific sections of the audit for the board to review. The general fund experienced an increase of \$2.6 million due to revenues coming in slightly higher than anticipated.

Mr. Shaw reviewed the management letter which outlined five comments. Two of the recommendations are for future Governmental Accounting Standards Board (GASB) rules. The firm will work with the district to ensure compliance. The other three are from the prior year. One was implemented in the last year and has been closed. Mr. Shaw noted that the Transportation fund expenditures were over budget in the prior and current year which has been seen in many other school districts in the area.

SUPERINTENDENT'S REPORT

Illinois State Report Card

Dr. Pearson noted that the Illinois School Report Card was shared in the board packet. Later in the meeting, there was a presentation highlighting the IAR results for 2023 and Fall MAP data.

Strategic Plan Updates

Dr. Pearson provided an update on the Strategic Plan. In December, the district will be enlisting volunteers and working on surveys. Surveys will go out to staff, students and families in early January. The full planning team will meet once in January, February and March. To allow for engagement and feedback, the district will host focus groups in February with opportunities for the community to hear about the plan and to give input. The current goal is to present a recommendation to the board in May.

Blue Ribbon Ceremony

Dr. Pearson discussed the Blue Ribbon Ceremony in Washington, D.C. and reminded everyone of the school celebration on Friday, December 1st.

Enrollment Report

The monthly enrollment report was also provided for review.

APPROVAL OF MINUTES

It was moved by Member Weinstock and seconded by Member Beeffink that the Board of Education approve the Regular Meeting Minutes of October 24, 2023, and the Closed Meeting Minutes of October 24, 2023, since members had each previously been sent copies.

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

APPROVAL OF CONSENT AGENDA ITEMS

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

Payroll

The payment of employee salaries for the second half of October 2023, in the amount of \$1,679,600.26 and covered by check numbers 67313 through 67329 and deduction check numbers 67330 through 67347 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 November 28, 2023;

The payment of employee salaries for the first half of November 2023, in the amount of \$1,689,717.27 and covered by check numbers 67348 through 67362 and deduction check numbers 67363 through 67370 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 November 28, 2023.

Bills

Vendor invoices totaling \$1,696,206.74 and Warrants listed as Numbers 61731 through 61933, and the following voids: 61241 and 61693 confirmed by the signature of the President of the School District 28 Board of Education, and dated November 28, 2023.

Personnel Report: Contract Changes, Employment of Staff, Leaves, Resignations and Dismissals

Staff Recommended for Employment				
Name	Position	Location	Salary	Effective Date
Victoria Lopez Morales	Part-time Custodian	NBJH	\$20.00/hr	11/13/23
Karen Lieb*	Licensed Practical Nurse	GB	\$30.00/hr	11/14/23
Adam Tsikretsis*	Special Educ Teacher	GB	M+00-01	12/18/23

* Certified Candidate details below

Staff Resignations, Retirements and / or Terminations				
Name	Position	Location	Reason	Effective Date
Dustin Anand	Data Specialist	DO	Resignation	11/2/23
Lois Edwards	Classroom Asst.	GB	Resignation	11/14/23
Chrysta Charlier	Foundational Asst.	NBJH	Resignation	11/17/23

Staff Leave of Absence				
Name	Position	Location	Reason	Effective Date
Heather Lerner	EC Teacher	WM	General Leave	9/5/2023
Christine Sobczak	1st Grade Teacher	GB	Parent Leave	11/13/2023
Matt Haggis	Social Science Teacher	NBJH	Parent Leave	12/11/2023

Background Data on Certified Staff Recommended for Employment	
Name	Karen Lieb
License	Registered Nurse (RN)
Education	Diploma in Nursing, St. Annes School of Nursing
Experience	Recovery Room Nurse, Illinois Bone & Joint Institute, 1/2015 - 6/2023; Surgical-Pediatric Nurse, Vista Medical Center, 1/2012 - 7/2015
Name	Adam Tsikretsis
License	Learning Behavior Specialist I (LBS1), Prekindergarten through Age 22 (licensed to be issued upon program completion in December 2023)
Education	Master of Arts from Northeastern Illinois University in Special Education
Experience	Student Teacher, Park Ridge-Niles School District 64, August - December 2023

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

STAFF AND COMMITTEE REPORTS

FINANCE

Finance Report

Financial reports for the month ended October 31, 2023, and the list of bills paid in October were included in the Board packet. After three months of the new fiscal year, the monthly variance report shows 24.4% of the 2023-24 budget expended and 6.9% of budgeted revenues collected.

Food Service Sales

NBJH food services for the month of October totaled \$53,661. Organic Life's operating statement has a surplus of \$9,140 for the month. The year-to-date operating deficit is \$5,234.

Presentation of the Fiscal Year 2023 Audit

The District's auditing firm, Lauterbach & Amen, LLP, presented the financial statements for the 2023 fiscal year.

It was moved by Member Cassidy and seconded by Member Bazer that the Board of Education accept the District 28 Financial Report for the period ending October 31, 2023.

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

Annual Finance Report by Independent Auditor

Having presented an overview of the audit earlier in the evening and the board members having had an opportunity to ask questions to further their understanding, the audit was presented for approval.

It was moved by Member Beeftink and seconded by Member Weinstock that the Board of Education approve the District's audit report by the auditing firm of Lauterbach & Amen LLP.

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

2023 Tax Levy Adoption

The Tax Levy Hearing was held at the beginning of the meeting. It was moved by Member Weinstock and seconded by Member Cassidy that the 2023 Certificate of Tax Levy be adopted. The levy is attached to and made part of these minutes.

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

2022 Tax Levy Extension Resolution

It was moved by Member Bazer and seconded by Member Weinstock that the Board of Education adopt the 2023 Tax Levy Extension Resolution as presented:

Be it resolved by the Board of Education of Northbrook School District No. 28, County of Cook, State of Illinois the following:

1. The Cook County Clerk is hereby directed to extend from the 2023 Levy no less than the amounts indicated as follows:

Education	\$39,125,000
Building (Operations & Maintenance)	\$3,500,000
Transportation	\$1,500,000

IMRF	\$740,000
Social Security	\$825,000
Working Cash Funds	\$ 0

2. Should any further reduction be necessary under the Property Tax Extension Limitation Act, such reductions should be taken from the Education Fund.

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

Resolution Authorizing Payment of Bills During Gap In Monthly Board Meetings

With no board meeting taking place in December, this resolution allows the district to pay some cyclical/standard bills during this month. A complete bills list will be presented in January.

It was moved by Member Arms and seconded by Member Cassidy that the Board of Education adopt the resolution authorizing payment of bills during the gap in monthly board meetings.

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

HUMAN RESOURCES

Edward Brophy updated the board about open positions in the district noting that interviews and hiring were in process.

STUDENT SERVICES

Dr. Sculles informed the board about an upcoming meeting called Caregiver Connections that has been created to support caregivers of students with IEPs.

TEACHING AND LEARNING

Annual Assessment Update

Assistant Superintendent Dr. Kris Raitzer and Director of Learning Michelle Jackson presented the 2023 assessment report to the Board of Education, which includes state standardized assessments that are used to create the state school report cards, and the NWEA MAP assessment, which provides immediate results that educators use to assess both the academic programs and identify students who need additional support.

Dr. Raitzer and Ms. Jackson noted that these are high-leverage measures and only a snapshot that is used with other assessments.

The curriculum committees review results and discuss action steps to maintain the growth and evaluate opportunities to improve where indicated.

Test results were shown for this past year and 6 prior years to reflect trends.

Illinois Assessment of Readiness (IAR) IAR is an annual test, mandated by the state, in fulfillment of federal requirements. IAR is a summative achievement test. It is not

intended to compare students to each other, but rather to measure student's performance compared to defined criteria for proficiency. It measures the knowledge and skills students are expected to master by the end of the school year. This assessment helps give schools and districts a big picture of the effects of academic programming.

Illinois Science Assessment (ISA) is an annual test, mandated by the state, in fulfillment of federal requirements. It is administered to 5th and 8th grade students. ISA is a summative achievement test. It is not intended to compare students to each other, but rather to measure student's performance compared to defined criteria for proficiency. It measures the knowledge and skills students are expected to master in any given grade.

Ms. Jackson reviewed the NWEA MAP testing. MAP is a standardized test. In District 28, the results are used to monitor student progress during the school year. Results are analyzed alongside classroom measures such as unit tests and other assessment data collected by teachers.

MAP is a normed test, meaning it compares a student's performance to the performance of a larger group. NWEA MAP is administered to 2nd through 8th students in math and reading in fall, winter and spring. MAP is one data point used in conjunction with other assessment information to understand a child's learning needs.

BUILDINGS AND GROUNDS

Facility Master Plan Update

Ms. Donato provided an update on the facility master plan noting that the Buildings and Grounds Committee will meet in December to review the draft and the plan will be presented at the January board meeting.

Change Order Meadowbrook HVAC

Ms. Donato presented the final bill for the Meadowbrook HVAC summer 2022 work which included a change order for a portion of the allowance not utilized for the project.

It was moved by Member Silver-Schack and seconded by Member Cassidy that the Board of Education accept the change order option and the final pay application from Helm Mechanical.

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.

LEGISLATION

Member Cassidy reported that the IASB delegate voted earlier this month. Two measures were approved. One is for the consideration of funding for School Resource Officers and the other was to change the current transportation license regulations.

POLICY

Mr. Brophy informed the board that the policy committee met earlier this month to

review the first draft of the PRESS PLUS policy. Five of the eight sections were completed. There is a meeting on December 11 to finish the first draft review.

COMMUNICATION

Ms. Ryan mentioned she is preparing for the Blue Ribbon Ceremony that takes place on December 1. She is also working on the Strategic Plan communications and surveys.

There were two FOIA requests this month.

TRUE NORTH EDUCATIONAL COOPERATIVE 804

Member Beeftink noted that there would be a conversation in closed session.

NEW BUSINESS

No updates.

CLOSED SESSION

In

At 8:31 p.m., it was moved by Member Weinstock and seconded by Member Bazer 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 9:32p.m, it was moved by Member Silver-Schack and seconded by Member Arms 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 9:33 p.m., it was moved by Member Weinstock and seconded by Member Cassidy that the meeting be adjourned. All members present voted Aye. Absent: None. Motion carried.

Beth Bazer, Secretary

Jennifer Gallinson, President

Original:
Amended:

ILLINOIS STATE BOARD OF EDUCATION
School Business and Support Services Division
(217) 785-8779

CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

Table with 3 columns: District Name (Northbrook), District Number (28), County (Cook)

Amount of Levy

Table listing various levy categories and amounts: Educational (\$39,125,000), Operations & Maintenance (\$3,500,000), Transportation (\$1,500,000), Working Cash (\$0), Municipal Retirement (\$740,000), Social Security (\$825,000), Fire Prevention & Safety (\$0), Tort Immunity (\$0), Special Education (\$0), Leasing (\$0), Other (\$0), Total Levy (\$45,690,000)

* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

We hereby certify that we require:

the sum of 39,125,000 dollars to be levied as a special tax for educational purposes; and
the sum of 3,500,000 dollars to be levied as a special tax for operations and maintenance purposes; and
the sum of 1,500,000 dollars to be levied as a special tax for transportation purposes; and
the sum of 0 dollars to be levied as a special tax for a working cash fund; and
the sum of 740,000 dollars to be levied as a special tax for municipal retirement purposes; and
the sum of 825,000 dollars to be levied as a special tax for social security purposes; and
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and
the sum of 0 dollars to be levied as a special tax for tort immunity purposes; and
the sum of 0 dollars to be levied as a special tax for special education purposes; and
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and
the sum of 0 dollars to be levied as a special tax for ; and
the sum of 0 dollars to be levied as a special tax for ; and
on the taxable property of our school district for the year 2023

Signed this ___ day of ___ 2023. (President)

(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them.

Number of bond issues of said school district that have not been paid in full 0

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. 28, Cook County, Illinois, on the equalized assessed value of all taxable property of said school district for the year 2023 was filed in the office of the County Clerk of this County on 2023.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year 2023, is \$

(Signature of County Clerk)

(Date)

(County)