

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD WEDNESDAY, JUNE 25, 2024

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held in the HOH Conference room in said district on Tuesday evening, June 25, 2024, and streamed on the district's YouTube Channel.

President Gallinson called the meeting to order at 6:48 p.m. with the following members present at roll call:

DeShawn Arms
Beth Bazer
Christine Beeftink
Matt Cassidy
Jennifer Gallinson
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 and Jeremy Bartunek, Greenbriar Teacher.

Public Attendees: None

VISITORS COMMENTS / PRESENTATIONS

None

SUPERINTENDENT'S REPORT

Summer School Update

Dr. Jason Pearson, Superintendent, provided the board with an update on this year's summer programming. The program lasted a total of 16 days and ends on June 28. There are 429 students participating in Academic Boost, Extended School Year and Summer Enrichment. Dr. Pearson thanked Dr. Kelly Sculles for her extensive work to ensure this was another successful summer program.

Back to School

Dr. Pearson updated the board on enrollment which is currently steady with 1878 students registered. All grade level classes are at target with some 4th and 5th grade classes at 20 or 21 students.

APPROVAL OF MINUTES

It was moved by Member Silver-Schack and seconded by Member Weinstock that the Board of Education approve the Regular Meeting Minutes of May 28, 2024 and the Closed Meeting Minutes of May 28, 2024.

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

APPROVAL OF CONSENT AGENDA ITEMS

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

Payroll

The payment of employee salaries for the last half of May 2024, in the amount of \$1,752,697.55 and covered by check numbers 67731 through 67748 and deduction check numbers 67749 through 67769 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 June 25, 2024;

The payment of employee salaries for the first half of June 2024, in the amount of \$1,757,799.40 and covered by check numbers 67770 through 67784 and deduction check numbers 67785 through 67793 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 June 25, 2024.

Bills

Vendor invoices totaling \$890,051.89 and Warrants listed as Numbers 62897 through 63038, and the following voids: none, confirmed by the signature of the President of the School District 28 Board of Education, and dated June 25, 2024.

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

Staff Recommended for Employment				
Name	Position	Location	Salary	Effective Date

Lori Sandler*	School Psychologist	NBJH	M+30-19 \$109,354	8/19/24
Jennifer Hook*	Special Educ Teacher	MB	M+30-20 \$112,610	8/19/24
Meryl Blum*	Special Educ Teacher	MB	M+30-17 \$102,842	8/19/24
Melissa Platz	Foundational Asst.	GB	\$23.09/hr	8/19/24
Amelia-Jane Levchenko	EC Classroom Asst.	WM	\$22.41/hr	8/19/24
Norma Chavez	EC Classroom Asst.	WM	\$22.08/hr	8/19/24
Roya Lippe*	Temporary Permanent Sub	GB/MB	B+00-01 \$54,270	8/19/24
David Hoppe*	Part-time Orchestra Teacher (1 Yr Position)	NBJH	M+12-22 \$56,441	8/19/24
Kimberly Keller-Eck*	Special Educ Teacher (long term sub)	WM	\$298.19/day	8/19/24

* Certified Candidate details below

Staff Resignations, Retirements and / or Terminations				
Name	Position	Location	Reason	Effective Date
Mary Francis Forde	Special Educ Asst.	GB	Resignation	6/4/24
Jennifer Fishman	Special Educ Asst.	GB	Resignation	6/4/24
Kevin Benoit	Special Educ Asst.	NBJH	Resignation	6/4/24

Staff Leave of Absence				
Name	Position	Location	Reason	Effective Date
Lauren Israel	1st Gr Teacher	MB	Parent Leave	9/16/24

Staff Lane Changes 2024-25				
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Name	Position	Location	Current Salary	New Salary
Garrett Pfeiffer	Spec Ed Teacher	NBJH	M+12-11 \$83,033	M+30-11 \$84,390
Elizabeth Immer	Teacher	MB	M+00-12 \$42,549.86	M+12-12 \$44,522.41

Background Data on Certified Staff Recommended for Employment	
Name	Lori Sandler
License	School Psychologist, Prekindergarten through Age 22; Director of Special Education, Prekindergarten through Age 22
Education	Master's Degree in Educational Psychology, National Louis University
Experience	Related Services Coordinator, Northwest Suburban Special Education Association, July 2023 - present
Name	Jennifer Hook
License	Learning Behavior Specialist I, Kindergarten through Grade 9; English as a Second Language, Kindergarten through Grade 9
Education	Master of Arts in Teaching for Special Education & English as a Second Language, National Louis University; Master's Degree in Communications with Reading
Experience	Learning Behavior Specialist, McClean Unit 5 School District, August 2022 - present

Name	Meryl Blum
License	Learning Behavior Specialist I, Kindergarten through Grade 9; English as a Second Language, Prekindergarten through Grade 12
Education	Master's of Education in Reading, National Louis University
Experience	Special Education Teacher, Gurnee School District 56, August 2020 - present
Name	Roya Lippe
License	Elementary Education, Grade 1 through Grade 6
Education	Bachelor of Science in Elementary Education, University of Illinois - Champaign-Urbana
Experience	Student Teaching Placement, Northbrook/Glenview School District 30, January 2024 - May 2024
Name	David Hoppe
License	Elementary Education, Kindergarten through Grade 9
Education	Master of Music, State University of New York - Binghamton
Experience	Instrumental Music - Strings, Deerfield School District 109, August 2008 - June 2019
Name	Kimberly Keller-Eck

License	Learning Behavior Specialist I, Prekindergarten through Grade 9
Education	Master of Education - Vocational Education of Individuals with Disabilities, University of Illinois - Champaign-Urbana
Experience	Transition Teacher, TrueNorth Educational Cooperative 804, July 2008 - June 2021

IESA Application and Cooperative Team Agreement for Wrestling

Northfield Township school districts have participated in a wrestling program cooperative since 2014, with renewal occurring every two years.

Resolution Authorizing and Directing Sale or Disposal of Personal Property

Furniture for classrooms, teachers, and students, as well as musical instruments and maintenance equipment that is no longer needed, will be disposed of or sold.

Worker’s Compensation Insurance Renewal

The renewal of worker’s compensation insurance coverage with the Accident Fund Insurance of America for the period July 1, 2024 – June 30, 2025, was approved.

Pupil Transportation Hazardous Area Resolution

The board approved the pupil transportation hazardous area resolution. This resolution states that the district includes students residing less than 1-½ miles from school and living in a previously approved vehicular hazardous area for the 2024-25 school year. The district will request a transportation reimbursement for the children transported in connection with the serious safety hazards.

FY2025 Administration Compensation

The board approved the recommended compensation plans for the Administration.

FY2025 Instructional Assistant Hourly Rate Ranges

New hourly rate ranges for instructional assistants will be implemented for the 2025 fiscal year.

FY2025 Stipend Adjustments

The Stipend Committee recommended FY2025 stipend changes for Instrumental Music, Extracurricular Instrumental Music and NBJH Athletic Directors.

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

STAFF AND COMMITTEE REPORTS

FINANCE

Finance Report

Ms. Donato provided the finance report for the month ended May 31, 2024, and the list of bills payable in May was included in the Board packet. After eleven months of operation in this fiscal year, the monthly variance report shows 82% of the 2023-24 budget expended and 100% of budgeted revenues collected.

Food Service Sales

As of May 31, 2024, Northbrook Junior High cafeteria sales-to-date totaled \$440,396. OrganicLife's operating statement showed a profit of \$3,862 for the month of May. The year-to-date operating surplus is \$17,755.

Finance Committee Meeting

Ms. Donato noted that the Finance Committee will need to meet ahead of the Committee of the Whole meeting scheduled for July 23, 2024.

Member Weinstock moved, and Member Arms seconded, that the Board of Education approve the Finance Report for May 2024.

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.

IMRF Pension Liability Payment

Ms. Donato recommended the board approve a \$200,000 IMRF payment toward the district's unfunded liability. The district levies against IMRF, which now is growing the fund balance. The district cannot use these funds anywhere else so it is beneficial to pay this off.

Member Silver-Schack moved, and Member Arms seconded, that the Board of Education approve IMRF payment toward the district's unfunded liability.

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, informed the board that the district needs to hire four certified positions and 17 assistant roles. Mr. Brophy will update the job postings with the new pay ranges that were approved

earlier in the meeting.

STUDENT SERVICES

Annual Code of Conduct Meeting

Dr. Kelly Sculles, Director of Student Services, provided the board with an overview of the Annual Code of Conduct Meeting held on May 20, 2024. Topics included the parent/student handbook, code of conduct and student behavior, bullying prevention and threat assessment. There was no change to the code of conduct section in the student / parent handbook this year.

Dr. Sculles also informed the board about the work of the SEL committee. This year, the committee broke into school groups, focusing on assets and gaps in district services and how to correct them. They also worked to ensure that the staff felt they had what they needed in their toolbox to support students. Next year, members of the SEL committee will review the code of conduct.

Additionally, our legal counsel trained the administration on student expulsion/suspension and bullying. The district also worked with Franczek to ensure that the district has a consistent process and documentation.

TEACHING AND LEARNING

Dr. Kris Raitzer, Assistant Superintendent, congratulated Dr. Sculles for her work on making summer programming successful and beneficial for students.

Dr. Raitzer noted that a few professional development classes were held in June, and many are scheduled for July.

BUILDINGS AND GROUNDS

Summer Construction

Ms. Donato updated the board on summer construction. The district office work will happen in July. Greenbriar's office renovation is well underway and moving fast.

LEGISLATION

No update.

POLICY

Mr. Brophy noted that the Policy Committee meeting on June 17 was more efficient using the new online program. The Committee will need to meet in July before the next Board meeting to review Press 115.

Policy-PRESS 114 Final Reading and Adoption

The Policy Committee met to review the following revised policies 2:40, 2:260, 2:265, 2:270, 5:10, 5:20, 5:100, 5:300, 7:10, 7:10E, 7:20 and 7:180 which are recommended for approval.

It was moved by Member Weinstock and seconded by Member Cassidy that the Board approve the above listed policies.

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.

COMMUNICATION

Ms. Ryan, Communications Director, informed the Board she continues to message and publicize the Strategic Plan. The Update28 publication will go out in August instead of June so that it includes district initiatives still being developed over the summer.

There were four FOIA's this month.

TRUENORTH EDUCATIONAL COOPERATIVE 804

Member Beeftink stated she was unable to attend the most recent TrueNorth meeting but expects to attend in July.

NEW BUSINESS

None.

CLOSED SESSION

In

At 7:16 p.m., it was moved by Member Silver-Schack and seconded by Member Bazer that the Board of Education go into a Closed Session to discuss the following:

- The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District or legal counsel for the District, including testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity as authorized by 5 ILCS 120/2(c)(1).

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 8:53 p.m, it was moved by Member Weinstock 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 8:54 p.m., it was moved by Member Cassidy and seconded by Member Silver-Schack that the meeting be adjourned. All members present voted Aye. Nay: None. Abstain: None. Absent: None. Motion carried.

Beth Bazer, Secretary

Jennifer Gallinson, President