

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD WEDNESDAY, JULY 23, 2024

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held in the Northbrook Junior High Library room in said district on Tuesday evening, July 23, 2024, and streamed on the district's YouTube Channel.

President Gallinson called the meeting to order at 6:36 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; Maria Stavropoulos, Director of Technology; Chrissy Yonaites, Recording Secretary; Jeremy Bartunek, Greenbriar Teacher and Sandra Broderick, Core Council Member.

Public Attendees: None.

VISITORS COMMENTS / PRESENTATIONS

None.

SUPERINTENDENT'S REPORT

Dr. Pearson, Superintendent, acknowledged Maria Stavropoulos, Director of Technology, welcoming her to the district.

Back to School Updates

Dr. Pearson informed the Board about the Staff Opening Day activities. On Monday August 19th, the district has secured a speaker, Adam Welcome, who will address the entire staff at Northbrook Junior High in the afternoon. At the conclusion of the presentation, there will be an ice cream social to close out the day. Dr. Pearson invited the Board to attend this event.

The Administration is closely monitoring enrollment over the summer. At the end of the 23-24 school year, enrollment was 1878 students. As of July 24, 2024, enrollment is at 1810 students.

Dr. Pearson gave an overview of the current open positions in the district noting the Administration is actively interviewing and hiring.

Lastly, the Board was updated on all of the summer facility work. The Greenbriar office is almost done. The team is waiting on a backorder of interior doors and frames. Once delivered, this project will be completed. Greenbriar had about 30% of their roofing replaced, Westmoor had a rooftop unit exchanged and the District office remodel is well underway. An accessible ramp was added to the district office entrance based on the recent traffic study that recommended the car line for arrival and dismissal be moved forward in efforts to alleviate some traffic congestion.

RESOLUTION FOR SUPERINTENDENT EMPLOYMENT CONTRACT 2024-28

The resolution for superintendent employment contract was presented to the Board, which included a renewal contract for 2024-28. Dr. Pearson's current contract went through 2025 but it was terminated and replaced with a new 4 year contract.

Board President Jen Gallinson commented that the Board had multiple discussions regarding Dr. Pearson's performance. She stated Dr. Pearson met all goals in the previous contract and there is a new set of goals in the contract.

It was moved by Member Bazer and seconded by Member Silver-Schack that the Board of Education approve the Resolution For Superintendent Employment Contract 2024-28.

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.

APPROVAL OF MINUTES

It was moved by Member Cassidy and seconded by Member Bazer that the Board of Education approve the Committee of the Whole Meeting Minutes for June 25, 2024, Regular Meeting Minutes of June 25, 2024 and the Closed Meeting Minutes of June 25, 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.

APPROVAL OF CONSENT AGENDA ITEMS

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

Payroll

The payment of employee salaries for the last half of June 2024, in the amount of \$1,641,417.38 and covered by check numbers 67794 through 67800 and deduction check numbers 67810 through 67847 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 July 23, 2024;

The payment of employee salaries for the first half of July 2024, in the amount of \$310,134.33 and covered by check number 67848 and deduction check numbers 67849 through 67854 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 July 23, 2024;

The payment of employee salaries for Summer School June 2024, in the amount of \$243,523.33 and covered by check numbers 67807 through 67809 and deduction check numbers 67810 through 67847 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 July 23, 2024;

The payment of employee salaries for 7/15/24 Summer Checks, in the amount of \$1,097,510.67 and covered by check numbers 67801 through 67802 and deduction check numbers 67810 through 67847 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 July 23, 2024;

The payment of employee salaries for 7/31/24 Summer Checks, in the amount of \$1,096,949.28 and covered by check numbers 67803 through 67804 and deduction check numbers 67810 through 67847 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 July 23, 2024;

The payment of employee salaries for 8/15/24 Summer Checks, in the amount of \$1,093,755.63 and covered by check numbers 67805 through 67806 and deduction check numbers 67810 through 67847 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 July 23, 2024.

Bills

Vendor invoices totaling \$1,139,220.51 and Warrants listed as Numbers 63039 through 63197, and the following voids: 62937, 62967, 63114 through 63124, confirmed by the signature of the President of the School District 28 Board of Education, and dated July 23, 2024.

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

Staff Recommended for Employment				
Name	Position	Location	Salary	Effective Date
Lauren Wittenberg*	Multilingual Instructional Specialist	WM	M+30-17 \$102,842	8/19/24
Isabella Jogmen	Special Educ Asst.	MB	\$22.51/hr	8/19/24
Donna Tucci	Special Educ Asst.	MB	\$22.85/hr	8/19/24
Jordyn Butler*	Elem Teacher (long term sub)	GB/MB	\$298.19/day	8/19/24
Kimberly Yen	1st Gr Asst.	GB	\$19.24/hr	8/19/24
Isabella Zera	Kindergarten Asst.	MB	\$19.15/hr	8/19/24
Sarah Leverenz	4th Gr Asst.	WM	\$19.34/hr	8/19/24
Aaron Barton	Kindergarten Asst.	MB	\$20.74/hr	8/19/24
Jennifer Sutherland	Special Educ Asst.	MB	\$24.02/hr	8/19/24
Kendall Battaglia*	Elem Teacher (long term sub)	MB	\$298.19/day	8/19/24

* Certified Candidate details below

Staff Resignations, Retirements and / or Terminations				
Name	Position	Location	Reason	Effective Date
Emma Groner	Kindergarten Asst.	MB	Resignation	6/25/24
Robyn Rosengard	2nd Grade Asst.	GB	Resignation	7/8/24
Derin Mosak	1st Grade Asst.	GB	Resignation	7/8/24
Kylie Ciesla	Special Educ Asst.	NBJH	Resignation	7/9/24
Rebecca Rottner	EC YE Classroom Asst.	WM	Resignation	7/17/24

Staff Lane Changes 2024-25

Name	Position	Location	Current Salary	New Salary
Brenda Buckner	Teacher	NBJH	M+00-28 \$104, 198	M+12-28 \$119, 809
Brigette Hurst	Teacher	MB	M+0-14 \$86,832	M+12-14 \$91,174

Background Data on Certified Staff Recommended for Employment	
Name	Lauren Wittenberg
License	English As A Second Language, Prekindergarten through Grade 12; World Language - Spanish, Grades 5 through 8
Education	Doctor of Education - Literacy Education, Judson University
Experience	Multilingual Specialist, Barrington School District 220, August 2015 - present
Name	Kendall Battaglia
License	English As A Second Language, Prekindergarten through Grade 12; Elementary Education, Grades 1 through 6
Education	Bachelor of Science - Elementary Education, Illinois State University
Experience	Student Teacher, Northpoint Elementary School, McLean County Unified School District 5, August 2023 - May 2024
Name	Jordyn Butler

License	English As A Second Language, Prekindergarten through Grade 12; Elementary Education, Grades 1 through 6
Education	Bachelor of Science - Elementary Education, University of Illinois - Champaign-Urbana
Experience	Student Teacher, Willowbrook Elementary School, Northbrook/Glenview School District 30, January 2024 - May 2024

FY2025 Classified Personnel Compensation-Updated

The Board approved the FY2025 Personnel Compensation for staff that were not included in a previous board action earlier this year.

FY2025 Substitute Nurse Daily Rate - Retired Nurse(s)

The Board approved the recommended FY2025 substitute nurse daily rate of \$180 for retired nurses.

Destruction of Closed Session Recordings 18 months or older per Illinois State Law: 08/23/22, 10/27/22, 11/29/22 and Buildings and Grounds Closed Sessions: 10/12/22 and 10/24/22

The Board approved the destruction of the following closed sessions 08/23/22, 10/27/22, 11/29/22 and Buildings and Grounds Closed Sessions: 10/12/22 and 10/24/22.

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

Ms. Donato, Chief School Business Official, provided the finance report for the month ended June 30, 2024 and the list of bills payable in June were included in the Board packet. After twelve months of operation in this fiscal year, the monthly variance report shows 98% of the 2023-24 budget expended and 103% of budgeted revenues collected.

Local, State & Federal Requirements

Since the June Board of Education Meeting, District 28 submitted the following:

- Filed Grant Expenditure Reports for ESSER, Title I, Title II, Title III and the IDEA grants
- Completed the ISBE Organizational Risk Assessment for FY2024
- Completed the Illinois Grant Accountability and Transparency Act Fiscal and Administrative Internal Controls Questionnaire for FY2024
- Provided Medicaid reporting information for the fourth quarter of FY2024
- Filed payroll data in the TRS Gemini Reporting System
- Completed download of the Direct Certification file for students eligible for the Free Lunch program in FY2024
- Filed Employer's Quarterly Federal & Illinois Withholding Tax Returns (Form 941 & IL-941)
- Filed Illinois Department of Employment Security Quarterly Report (UI-3/40) & Multiple Worksite Report
- Filed monthly Bureau of Labor Statistics Report on Current Employment
- Submitted monthly Illinois Municipal Retirement Fund Wage Report

Member Silver-Schack moved, and Member Weinstock, that the Board of Education approve the Finance Report for June 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.

Adoption of Tentative Budget

During the Committee of the Whole meeting, Ms. Donato presented the FY2025 Tentative Budget.

Member Beeftink moved, and Member Arms seconded, that the Board of Education adopt the FY2025 Tentative Budget.

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.

2024-25 NBJH Cafeteria Food Prices

Ms. Donato explained to the Board that with the rising costs of food due to such factors as inflation and labor costs, it is recommended to increase the Chef's Special from \$4.00 to \$4.25.

Member Beeftink moved, and Member Cassidy seconded, that the Board of Education approve the recommended 2024-25 NBJH Cafeteria Food Prices.

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.

2024-25 Children's Choir Participation Fee

Ms. Donato recommended that the Board approve a \$25 participation fee for the Children's Choir because in the past the Music Parents Club has been supplementing the program costs.

Member Arms moved, and Member Silver-Schack seconded, that the Board of Education approve the 2024-25 Children's Choir Participation Fee.

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.

Phone System Support and Maintenance Contract

Ms. Donato recommended the renewal of the phone system support and maintenance contract with B & B Networks.

Member Weinstock moved, and Member Beeftink seconded, that the Board of Education approve the phone system support contract with B & B Networks in the amount of \$12,311.40.

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 Approving the Declaration of Trust of the Illinois Trust and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of Northbrook School District 28

Ms. Donato explained that as part of the withdrawal from the Northfield Township, the district is required to authorize the Treasurer (Jessica Donato) to act on behalf of the District.

Member Bazer moved, and Member Weinstock seconded, that the Board of Education approve the Resolution Approving the Declaration of Trust of the Illinois Trust and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of Northbrook School District 28.

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, provided an update on hiring. There were 28 individuals hired prior to this month. Mr. Brophy is also working with National Louis University to recruit candidates for classroom assistants.

STUDENT SERVICES

No updates.

TEACHING AND LEARNING

No updates.

BUILDINGS AND GROUNDS

Facility Master Plan Updates

Ms. Donato updated the board on the district's work to explore various funding options for the facility master plan. She is working on having Financial Advisors present to the Board at the August meeting.

LEGISLATION

No update.

POLICY

Mr. Brophy noted that during the Policy Committee meeting on July 18, PRESS 115 was reviewed.

Policy-PRESS 115 Final Reading and Adoption

The Policy Committee met to review the following revised policies 2:70, 2:125, 4:70, 4:80, 5:130, 5:200, 6:140 which are recommended for approval. The following current policies were reviewed and no changes were recommended by the committee: 2:160, 4:15, 5:180, 5:290, 6:110, 6:150, 7:170.

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

Dr. Pearson informed the Board that the annual report to the community will be issued in August. It will provide information on the facility master plan and strategic plan.

There were no FOIA's this month.

TRUENORTH EDUCATIONAL COOPERATIVE 804

Member Beeftink stated that there is no TrueNorth meeting in July. She has a meeting scheduled with Kurt Schneider in September.

NEW BUSINESS

None.

CLOSED SESSION

None.

ADJOURNMENT

At 7:05 p.m., it was moved by Member Silver-Schack and seconded by Member Cassidy that the meeting be adjourned. All members present voted Aye. Nay: None. Abstain: None. Absent: None. Motion carried.

Beth Bazer, Secretary

Jennifer Gallinson, President