

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD WEDNESDAY, AUGUST 27, 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, August 27, 2024, and streamed on the district's YouTube Channel.

President Gallinson called the meeting to order at 7:05 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; Terry Ryan, Communications Director; Chrissy Yonaites, Recording Secretary; Jeremy Bartunek, Greenbriar Teacher and streaming tech and Mary Perkins, Core Council.

Public Attendees: Eric Sickbert from DLA, Jennifer Volk and Chris Tennill from Creative Entourage.

VISITORS COMMENTS / PRESENTATIONS

A union representative spoke about the 24-25 school year, noting that the staff appreciated the summer professional development opportunities and the work of the Building and Grounds team. She also stated the staff was reinvigorated by the guest speaker on opening day and the ice cream treats.

Creative Entourage, a PR firm specializing in community engagement, presented to the Board. Jennifer Volk, principal, and Chris Tennill, APR, associate, explained how their firm would oversee a community engagement process to gather perspectives and establish priorities on the Facilities Master Plan. Ms. Volk and Mr. Tennill explained that they would collect feedback from surveys, open houses, building tours, workshops and input sessions. They would also be responsible for all of the marketing materials used to inform the community.

SUPERINTENDENT'S REPORT

Back to School Updates

Dr. Pearson, Superintendent, gave the Board a back-to-school update.

He noted there will be 72 new staff members once all open positions are filled. So far, the district hired 23 certified and 41 classified staff members. The district welcomed 60 new students to the district, not counting the kindergarten class. The district started this year with 1820 students.

Back-to-school kick-off with speaker Adam Welcome was a wonderful way to start the year with the staff.

Strategic Plan Update

Posters and digital displays have been updated with the new strategic plan mission, vision, core values, portraits and goals.

On Thursday, August 29, the Consortium for Education Change will conduct training for goal champions and begin the next step in the process by developing action steps and targets for each goal area. Action teams will be formed to work together on action steps throughout the school year.

APPROVAL OF MINUTES

It was moved by Member Arms and seconded by Member Weinstock that the Board of Education approve the Committee of the Whole Meeting Minutes for July 23, 2024, and Regular Meeting Minutes of July 23, 2024.

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.

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 July 2024, in the amount of \$322,425.79 and covered by check numbers 67855 through 67856 and deduction check numbers 67857 through 67869 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 August 27, 2024;

The payment of employee salaries for the first half of August 2024, in the amount of \$369,930.41 and covered by check number 67870 through 67872 and deduction check

numbers 67873 through 67878 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 August 27, 2024.

Bills

Vendor invoices totaling \$1,180,317.43 and Warrants listed as Numbers 63198 through 63412, and the following voids: 62888, confirmed by the signature of the President of the School District 28 Board of Education, and dated August 27, 2024.

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

Staff Recommended for Employment				
Name	Position	Location	Salary	Effective Date
Kelly Lee*	1st Gr Teacher	MB	M+12-10 \$80,320	8/19/24
Sarah Fink*	2nd Gr Teacher	WM	M+00-12 \$81,948	8/19/24
Randall McClellan*	Special Educ Teacher	NBJH	M+12-31 \$124,309	8/19/24
Danka Lekovic	Special Educ Asst.	NBJH	\$22.51/hr	8/19/24
Stacy Carver	Special Educ Asst.	NBJH	\$22.51/hr	8/19/24
Binci Thomas	Special Educ Asst.	GB	\$23.31/hr	8/19/24
Zorin Daramjee	1st Gr Classroom Asst.	WM	\$19.73/hr	8/26/24
Katherine Chron	1st Gr Classroom Asst.	MB	\$19.34/hr	8/19/24
Margaret Rude	3rd Gr Classroom Asst.	MB	\$19.15/hr	8/19/24
Ryan Tepperman	5th Gr Classroom Asst.	MB	\$19.15/hr	8/19/24
Ellie Michelle Lee	Foundational Classroom Asst.	GB	\$22.51/hr	8/19/24
Taraneh Tompkins*	3rd Gr Teacher	MB	M+00-08 \$72,450	8/19/24
Connie Philippas	5th Gr Classroom Asst.	GB	\$20.03	8/19/24
Mara Corush*	Teacher of ML Learners	NBJH	M+30-22 \$119,123	8/19/24

Margaret Wagenbrenner	3rd Gr Classroom Asst.	MB	\$19.15/hr	8/19/24
Jenny Cardenas	3rd Gr Classroom Asst.	MB	\$19.15/hr	8/19/24
Desiree Contreras	Foundational Classroom Asst.	GB	\$22.74/hr	8/19/24
Emily Roman	Foundational Classroom Asst.	GB	\$23.08/hr	8/19/24
Ben Morabito	5th Gr Classroom Asst.	GB	\$19.15/hr	8/19/24
Mia Vaananen	2nd Gr Classroom Asst.	GB	\$19.34/hr	8/19/24
Jennifer Medvin	3rd Gr Classroom Asst.	WM	\$19.15/hr	8/26/24
Erin Thunholm	4th Gr Classroom Asst.	WM	\$19.15/hr	8/26/24
Zelal Pinarci	Special Educ Asst.	MB	\$22.63/hr	8/26/24
Jennifer Sutherland*	3rd Gr Teacher	WM	M+00-14 \$86,832	8/19/24

* Certified Candidate details below

Staff Resignations, Retirements and / or Terminations				
Name	Position	Location	Reason	Effective Date
Riley Nakfoor	Classroom Assistant	MB	Resignation	7/22/24
Marina Paliev	Teacher of ML Learners	NBJH	Resignation	7/29/24
Gina Shamon	Special Educ Asst.	GB	Resignation	7/29/24
Nicole Penherski	Math Instructional Specialist	NBJH	Resignation	8/1/24
Seth Rosenbaum	4th Gr Classroom Asst.	MB	Resignation	8/5/24
Megan Coughlin	Classroom Assistant	WM	Resignation	8/9/24
Grace Lombardo	Special Educ Asst.	GB	Resignation	8/23/24
Anna Sherbin	S/L Pathologist	NBJH	Resignation	8/23/24

Staff Leave of Absence

Name	Position	Location	Reason	Effective Date
Emily Kalfen	S/L Pathologist	WM	Parent Leave	8/22/24
Brooke Brown	Special Educ Teacher	NBJH	Parent Leave	≈10/16/24
Angela Rowland	Special Educ Teacher	WM	Parent Leave	9/25/24

Staff Lane Changes 2024-25				
Name	Position	Location	Current Salary	New Salary
Jessica Lifshitz	Teacher	MB	M+12-22 \$112,882	M+30-22 \$119,123
Clare Thomas	Teacher	NBJH	M+00-16 \$91,988	M+12-16 \$96,601
Laura Van Dien	Teacher	GB	M+00-16 \$91,988	M+12-16 \$96,601
Alex Hibbard-Brown	Orchestra	NBJH	B+00-03 \$56,712	B+12-03 \$57,526

Background Data on Certified Staff Recommended for Employment	
Name	Kelly Lee
License	Elementary Education, Kindergarten through Grade 9
Education	Master of Education - Elementary Education, DePaul University
Experience	Classroom Instructional Assistant, Northbrook School District 28, January 2024 - present; Multilingual Resource Teacher, Avoca School District 37, August 2010 - June 2014

Name	Sarah Fink
License	Elementary Education, Kindergarten through Grade 9
Education	Master of Education - Curriculum & Instruction in Reading, Loyola University Chicago
Experience	Classroom Instructional Assistant, Northbrook School District 28, September 2022 - present; Literacy Coach, Chicago Public Schools District 299, August 2017 - June 2022
Name	Randall McClellan
License	Learning Behavior Specialist 1, Prekindergarten through Age 22; Learning Disabilities, Kindergarten through Grade 12
Education	Master of Science - Educational Administration, Northern Illinois University
Experience	Special Education Teacher, Harlem School District 122, August 2022 - present
Name	Taraneh Tompkins
License	English As A Second Language, Prekindergarten through Grade 12; Elementary Education, Kindergarten through Grade 9
Education	Master of Education - Curriculum & Instruction with Advanced Specializations in ESL & LBS1, National Louis University
Experience	5th Grade Teacher, Glenview School District 34, August 2017 - present

Name	Mara Corush
License	English As A Second Language, Kindergarten through Grade 8; Language Arts, Grade 5 through Grade 8
Education	Master of Education - Administration & Supervision, National Louis University
Experience	6th Grade Reading Language Arts Teacher, Hawthorn School District 73, August 2013 - present

Name	Jennifer Sutherland
License	Elementary Education, Kindergarten through Grade 9
Education	Master of Education - Reading, National Louis University
Experience	Special Education Instructional Assistant, Northbrook School District 28, February 2024 - present; 3rd Grade Teacher, Libertyville School District 70, August 2005 - June 2016

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 ending July 31, 2024, and the list of bills paid in August was included in the Board

packet. After one month of the new fiscal year, the monthly variance report shows 3% of the DRAFT 2024-25 budget expended and 19% of budgeted revenues collected.

2023-24 Audit Update

Auditors Lauterbach & Amen conducted their onsite fieldwork for the 2024 fiscal year during the first week of August. The remaining work is being completed remotely through digital file sharing. The District is on schedule for the completed audit report to be presented to the Board of Education at the October meeting.

2024-25 Budget Update

On August 1st, the annual budget notice was published in The Northbrook Star. The 2024-25 budget is currently on display in the District Office and posted on the District's website. The public hearing will be held at the September 24th Board Meeting. The tentative budget is being analyzed to make sure that it is meeting the goals of the District. Staffing needs are being finalized, and expenditure and revenue line items are under review.

Member Beeftink moved, and Member Silver-Schack, that the Board of Education approve the Finance Report for July 2024.

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

HUMAN RESOURCES

Edward Brophy, Director of Human Resources and Administrative Services, informed the Board that there are eight outstanding vacancies.

FY2025 Extra Sections Stipends

Edward Brophy recommended that the board approve an extra section stipend for certified staff members who teach more classes than a 1.0 FTE for their position. Each stipend amount is based on 1) whether the teacher has a bachelor's or master's degree and 2) the amount of time her/his class load exceeds a 1.0 FTE.

Member Silver-Schack moved, and Member Bazer seconded, that the Board of Education approve the FY2025 Extra Sections Stipends.

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.

FY2025 Substitute Daily Rate-Retired Teachers and Assistants

Edward Brophy presented a substitute daily rate of \$150.00 for retired teachers and assistants for approval.

Member Arms moved, and Member Cassidy seconded, that the Board of Education approve the FY2025 Substitute Daily Rate for Retired Teachers and Assistants.

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.

FY2025 Support Personnel Salary Ranges

Edward Brophy recommended a list of salary ranges for all of the support personnel positions for FY2025. These salary ranges are updated annually based on adjustments to compensation that are approved by the District 28 Board of Education.

Member Bazer moved, and Member Arms seconded, that the Board of Education approve the FY2025 Support Personnel Salary Ranges.

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.

STUDENT SERVICES

New Educator Orientation

Dr. Kelly Sculles, Director of Student Services, provided an overview of the New Educator Orientation. The two-day orientation included 23 new certified staff members, who spent time with the administrative team to learn about some of the operational basics. They also heard about the importance of self-care for a successful year. Each new certified staff member is also assigned a mentor who works with them for two years. Feedback received after the two days was great. The new staff said they were energized and felt very welcome and cared for.

TEACHING AND LEARNING

Summer Professional Learning

Dr. Kris Raitzer, Assistant Superintendent and Michelle Jackson, Director of Learning, collectively shared a recap of the Summer Professional Learning. There were 34 sessions this summer with more than 150 staff members participating. Ms. Jackson provided an example of the impact the sessions have. Dr. Raitzer noted how meaningful these sessions are, hearing staff state they impacted their professional growth.

BUILDINGS AND GROUNDS

Creative Entourage Contract

Creative Entourage presented to the Board at the start of the meeting. Prior to the meeting, Dr. Pearson provided the Board with information on the firm, the purpose of

using a consultant for community engagement and his recommendation for the Board to approve the \$70,000 contract with Creative Entourage.

Member Bazer moved, and Member Weinstock seconded, that the Board of Education approve the contract with Creative Entourage.

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.

Summer updates

Ms. Donato cited some of the work completed over the summer, including the district office remodel, HVAC work, paving work, painting of parking lots and a new ramp at the district office entrance.

John Deere Skid Steer Purchase

Ms. Donato explained to the Board that the current Skid Steer, which is in part used to clear the snow, has aged and requires costly maintenance. They searched for a used option but found a better opportunity with a cooperative to purchase a new one.

Member Silver-Schack moved, and Member Arms seconded, that the Board of Education approve the purchase of the John Deere Skid Steer.

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

No update.

POLICY

Mr. Brophy stated that PRESS 115 was completed and updated in PRESS plus. PRESS 116 is available and a policy committee meeting will need to be scheduled.

COMMUNICATION

Terry Ryan, Communications Director, mentioned the first day of school picture contest continued this year. She is focusing on promoting the mobile app for families to use and stated that the translation option is currently used by 15 families (11 different languages).

There were no FOIA's this month.

Member Beeftink attended the TrueNorth meeting on August 21. She noted it was a very comprehensive meeting highlighting that 30 new staff members were hired, Kurt Schneider discussed meeting individually with each board member, they saw a presentation on inclusive practices and discussed the withdrawal of District 34. She also noted a 3rd party rep spoke at the meeting to discuss the financial impact of District 34 withdrawal from TrueNorth.

NEW BUSINESS

None.

CLOSED SESSION

In

At 7:53 p.m., it was moved by Member Arms and seconded by Member Cassidy 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).
- Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).

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 9:07p.m, the Board moved out of closed session returning to Regular Session.

ADJOURNMENT

At 9:07 p.m., All members present voted Aye to adjourn the meeting. Nay: None. Abstain: None. Absent: None. Motion carried.