

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, JANUARY 28, 2025

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, January 28, 2025, and streamed on the district's YouTube Channel.

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

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

Absent: Beth Bazer

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/Streaming Tech and Lindsay Andrukaitis, Westmoor Staff.

Public Attendees: Don Shaw from Lauterbach and Amen, LLC.

VISITORS COMMENTS / PRESENTATIONS

Lauterbach and Amen , LLC – Annual Financial Report

Don Shaw of Lauterbach & Amen LLC presented the annual audit for the year ending June 30, 2024. The firm reported that the district had a very clean audit. Mr. Shaw highlighted sections of the audit for the Board to review. The general fund experienced an increase of \$1.8 million due to revenues coming in slightly higher than anticipated and expenditures coming in below budget.

In the Management Letter, Mr. Shaw noted that two prior recommendations were resolved in this year's audit. The letter also outlined three future Governmental Accounting Standards Board (GASB) rules. The firm will work with the district to ensure compliance of the new GASB rules.

Lastly, Board members were provided an opportunity to ask questions.

SUPERINTENDENT'S REPORT

Referendum Update

Dr. Jason Pearson, Superintendent presented preliminary school drawings that reflect potential upgrades and enhancements. Dr. Pearson informed the Board on the status of the new Meadowbrook gym. The plan is to build the gymnasium regardless of the referendum outcome. If the referendum passes, the gym will be attached to the new school. Dr. Pearson also reviewed potential remodels for Greenbriar and Northbrook Junior High. Architectural plans for Westmoor are currently being worked on.

Terry Ryan, Communications Director informed the Board of the various methods of sharing referendum information that are planned or already completed. These include a podcast, website updates with more resources including a tax calculator, upcoming direct mail items, digital communications and multiple in person presentations.

Enrollment Report

The enrollment report was included in the board packet. We have 1,833 students enrolled.

APPROVAL OF MINUTES

It was moved by Member Cassidy and seconded by Member Weinstock that the Board of Education approve the minutes for Regular Meeting, November 19, 2024; Closed Meeting, November 19, 2024; Special Meeting, December 18, 2024; Closed Meeting, December 18, 2024 and Special Meeting January 8, 2025.

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

APPROVAL OF CONSENT AGENDA ITEMS

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

Payroll

The payment of employee salaries for the last half of December 2024, in the amount of \$1,899,486.89 and covered by check numbers 68089 through 68102 and deduction check numbers 68103 through 68120 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 January 28, 2025;

The payment of employee salaries for the first half of January 2025, in the amount of \$1,836,804.16 and covered by check number 68121 through 68135 and deduction

check numbers 68136 through 68145 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 January 28, 2025.

Bills

Vendor invoices totaling \$819,762.87 and Warrants listed as Numbers 64041 through 64222, and the following voids: 64042, 64043, 64049, 64054, 64056, 64057 and 64064, confirmed by the signature of the President of the School District 28 Board of Education, and dated January 28, 2025.

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

Staff Recommended for Employment				
Name	Position	Location	Salary	Effective Date
Vicky Villa	Spec Educ Asst.	MB	\$22.85/hr	01/27/25

* Certified Candidate details below

Staff Resignations, Retirements and / or Terminations				
Name	Position	Location	Reason	Effective Date
Shahnoor Shahzad	Classroom Asst.	MB	Resignation	12/20/24
Desiree Contreras	Classroom Asst.	GB	Resignation	01/17/25
Kimberly Yen	Classroom Asst.	GB	Resignation	03/21/25
Molly Walsh	YE Teacher	WM	Resignation	06/3/25
Terry Ryan	Communications Director	DO	Retirement	06/30/25

Staff Lane Changes 2025-26

Name	Position	Location	Current Salary	New Salary
Sarah Palmer	Teacher	NBJH	B+12-4 \$59,154	M+00-5 \$67,305

Job Share 2025-26				
Name	Position	Location	Reason	Effective Date
Kim Houlihan	Math Interventionist	GB	Job Share	7/1/25
Brittany Farris	Math Interventionist	GB	Job Share	7/1/25
Elizabeth Decker	Kindergarten	GB	Job Share	7/1/25
Cari Shamberg	Kindergarten	GB	Job Share	7/1/25

Destruction of Closed Session Recordings

The board approved the destruction of verbatim recordings from the Closed Sessions dated: 1/24/23, 2/21/23, 3/14/23, 4/25/23, 5/23/23, 6/20/23 and 7/25/23.

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

STAFF AND COMMITTEE REPORTS

FINANCE

Financial Packet

Jessica Donato, Chief School Business Official reviewed the financial reports for the month of November 2024. After five months of the fiscal year, the monthly variance report shows 36.1% of the 2024-25 budget expended and 44.7% of budgeted revenues collected.

Food Service Sales

NBJH food services for the month of December totaled \$38,354. Organic Life's operating statement has a surplus of \$3,071 for the month. The year-to-date operating

surplus is \$16,361. Surplus funds will be reinvested into the lunch program at a later date.

Local, State & Federal Requirements

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

- Distributed calendar year 2024 W-2s to employees
- Submitted Certificate of Publication of Annual Statement of Affairs to ROE and ISBE
- Filed 2024 Certificate of Tax Levy (ISBE 50-02) with the Cook County Clerk
- 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 Arms moved, and Member Beeftink seconded, that the Board of Education approve the Finance Report for November 2024.

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

Annual Finance Report by Independent Auditor

The District's auditing firm, Lauterbach & Amen, LLP, presented the financial statements for the 2024 fiscal year earlier in the evening. Board members had an opportunity to ask questions to further their understanding after which the audit was presented for approval.

It was moved by Member Silver-Schack and seconded by Member Arms 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, Beeftink, Cassidy, Gallinson, Silver-Schack and Weinstock. Nay: None. Abstain: None. Absent: Member Bazer. Motion carried.

Tentative Budget Calendar 2026

Board Policy requires that the Board adopt a tentative budget calendar each January indicating dates for presentation by the Superintendent of receipts, estimates, preliminary expenditure recommendations by funds, and major Board actions affecting the budget.

It was moved by Member Cassidy and seconded by Member Beeftink that the Board of

Education accept the Tentative Budget Calendar 2026.

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

Resolution Authorizing Preparation of FY26 Tentative Budget

Chief School Business Official Jessica Donato recommended that the board adopt the resolution designating Ms. Donato to prepare a tentative budget for the 2025-26 fiscal year.

It was moved by Member Silver-Schack and seconded by Member Weinstock that the Board of Education approve the resolution allowing Ms. Donato to prepare the FY26 Tentative Budget.

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

HUMAN RESOURCES

Edward Brophy, Director of Human Resources and Administrative Services noted hiring for open positions in 2025-26 has begun.

STUDENT SERVICES

Dr. Kelly Sculles, Director of Student Services, informed the Board they are on target to launch registration for summer programming after spring break.

TEACHING AND LEARNING

No report.

BUILDINGS AND GROUNDS

Ms. Donato stated that they are currently looking at summer needs and plans are underway.

Architect Agreement with DLA Architects Inc

An agreement with DLA Architects was included in the board packet ahead of the meeting. Ms. Donato explained this is a standard agreement between the District and DLA. She also noted both parties worked with their legal counsels to settle on an agreement.

It was moved by Member Weinstock and seconded by Member Silver-Schack that the Board approve the agreement with DLA Architects.

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

LEGISLATION

Member Cassidy provided an update on legislation stating nothing was signed in the last session.

POLICY

Final Reading and Approval of Policies 2:260, 5:10, 5:20, 7:10, 7:20 and 7:180

President Gallinson reminded the Board they were previously informed that there were five policies that needed to be updated to accurately reflect that the District has two designated coordinators for Title IX and Nondiscrimination.

It was moved by Member Cassidy and seconded by Member Weinstock that the Board approve the Policies 2:260, 5:10, 5:20, 7:10, 7:20 and 7:180, as presented.

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

COMMUNICATION

Terry Ryan, Communications Director, provided her update during the Superintendent's report.

There were four FOIA's this month.

TRUENORTH EDUCATIONAL COOPERATIVE 804

Resolution for the Proposed Withdrawal of District 34 from the TrueNorth Cooperative 804

District 34 is withdrawing from the TrueNorth Cooperative and part of that process is obtaining approval from each of the member districts.

Member Beeftink discussed the reasons District 34 wants to withdraw from the TrueNorth Cooperative. Member Beeftink also noted the costs will be absorbed by all

the districts but there is a potential for a new district to replace District 34. Dr. Sculles explained that she works very closely with TrueNorth reviewing all the fee structures to make sound spending decisions.

It was moved by Member Weinstock and seconded by Member Cassidy that the Board approve the resolution to allow District 34 to withdraw from the TrueNorth Cooperative.

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

NEW BUSINESS

None.

CLOSED SESSION

In

At 7:53 p.m., it was moved by Member Silver-Schack and seconded by Member Arms 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).
- Student disciplinary cases. 5 ILCS 120/2(c)(9).

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

Out

At 8:25 p.m, it was moved by Member Arms and seconded by Member Cassidy that the meeting return to Regular Session.

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

ADJOURNMENT

At 8:26 p.m., Member Beeftink moved, and Member Arms seconded, to adjourn the meeting. All members present voted Aye to adjourn the meeting. Nay: None. Abstain: None. Absent: Member Bazer. Motion carried.

Beth Bazer, Secretary

Jennifer Gallinson, President