

MINUTES OF A REGULAR MEETING
OF THE
BOARD OF EDUCATION, DISTRICT 28
HELD TUESDAY, AUGUST 27, 2019

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held at Meadowbrook School, 1600 Walters Avenue, in said district on Tuesday evening, August 27, 2019.

President Tracy Katz Muhl called the meeting to order at 7:03 p.m. with the following members present at roll call:

Jen Gallinson
Michael Gilmore
Louis Gross
Michelle Kohler
Tracy Katz Muhl
Mara Silver-Schack

Absent: Member Tony Forchetti

Also present were Dr. Larry Hewitt, Superintendent; Dr. Kris Raitzer, Assistant Superintendent; Jessica Donato, Chief School Business Official; Dr. Kelly Sculles, Director of Student Services; Terry Ryan, Communications Director; Michelle Jackson, Director of Learning; Beth Bogie, Liz Abrams, Jenny Stash, Lisa Raju, Kris Izenstark, Leslie Herbst, Colette O'Regan, Penelope Burke, Jessica Wayne, David Wayne, Noha Mikhail, Rebecca Soifer, District 28 residents; Pat Thome, Meadowbrook Principal; Nora Geraghty Assistant Director of Student Services, Jeremy Bartunek and Heather Corral, District 28 teachers.

Member Forchetti arrived at 7:09

VISITOR COMMENTS

A parent thanked the district for securing the entrance doors and noted that other parents had reached out to her to say how happy they are. She encouraged the board to begin the practice of recording the board meetings for the public. She also asked about the timing of MAP testing and information to parents.

A parent noted she is excited to learn about the elementary choir proposal.

A parent spoke about the math program updates. She asked if the core math program is rigorous enough for students to be successful in high school. She

also thanked the district for the end-of-the year support provided to 8th-graders last year.

A parent noted her support for the district and the desire to give students every advantage possible to succeed in high school.

PRESENTATIONS
(Elementary Choir Proposal)

Jeremy Bartunek, Greenbriar music teacher, presented a proposal to launch a district-wide children's choir for 3rd, 4th and 5th grade students. The activity would take place after school, with three groups each meeting once a week. The board was very encouraging of the project.

(Tour Meadowbrook)

The board and members of the audience took a brief tour of Meadowbrook from 7:47 p.m. to 7:59 p.m. to see the new carpet and cabinetry in the classrooms and library.

COMMUNICATIONS
(Written Communications)

The Board was provided as information, recent copies of "Northbrook Star" and "Northbrook Tower" articles regarding District 28 and neighboring districts and other publications, including the "Board Briefs."

BOARD CALENDAR of MEETINGS

The Board reviewed the Board calendar, including presentations and specific topics scheduled for discussion at each meeting.

APPROVAL OF MINUTES

It was moved by Member Gross and seconded by Member Silver-Schack that the Board of Education approve the following meeting minutes: Committee-of-the-Whole of July 23, 2019; Regular Meeting of July 23, 2019; and Closed Session of July 23, 2019, since members had each previously been sent copies.

On a roll call vote, the following voted Aye: Members Gross, Silver-Schack, Gilmore, and Katz Muhl. Nay: none. Absent: none. Abstain: Members Forchetti, Gallinson and Kohler. Motion carried.

APPROVAL OF CONSENT AGENDA ITEMS

It was moved by Member Gross and seconded by Member Gilmore that the Board of Education approve the Consent Agenda as presented:

(Payroll – last half of July 2019 and first half of August 2019)

the payment of employee salaries for the last half of July 2019, in the amount of \$262,326.01 and covered by check numbers 63588 through 63598, and deduction check numbers 63599 through 63611, 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, 2019;

the payment of employee salaries for the first half of August 2019, in the amount of \$200,959.08 and covered by check numbers 63612 through 63615, and deduction check numbers 63616 through 63620, 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, 2019;

(Bills)

vendor invoices totaling \$1,292.933.03 and Warrants listed as Numbers 52847 through 53156, with the following voids 52085 and 52636, confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated August 27, 2019.

(Personnel Report: Contract Changes, Employment of Staff, Leaves, Resignations, Extra Duty Stipends)

The employment of staff:

Michele Barnum	WM	Foundational Aide	\$16.50 hr.
Evica Brusin	NBJH	Foundational Aide	\$17.00 hr.
Judith Carbajal	WM	ECYE Aide	\$17.00 hr.
Cassandra Carrigan	WM	1st Grade Aide	\$13.50 hr.
Pasque (Tina) DeBlasio	WM	Foundational Aide	\$19.00 hr.
Sandra Ellingsen	NBJH	7th Grade Sp. Ed. Aide	\$15.00 hr.
Anne Forchetti	MB	5th Grade Aide	\$13.50 hr.
Rebecca Gacki	MB	1-on-1 Foundational Aide	\$15.00 hr.

Diane Gillis	GB	5th Grade Aide	\$13.50 hr.
Julianne Gross	WM	5th Grade Aide	\$13.50 hr.
Fay Kousiounelos	WM	2nd Grade Aide	\$13.50 hr.
Jeremy Kudert	District	Skilled Maintenance	\$24.04 hr.
Maury Kulwin	NBJH	8th Grade 1-on-1 Aide	\$15.00 hr.
Ellen Loiacano	MB	4th Grade Aide	\$13.50 hr.
Phoebe Mejia	NBJH	7th Grade Sp. Ed. Aide	\$15.00 hr.
Eleanore Nolan	MB	Foundational Aide	\$15.00 hr.
Margaret O'Keefe	MB	2nd Grade Aide	\$13.50 hr.
Allison Prace	MB	Kindergarten Aide	\$13.50 hr.
Arissa Robertson	MB	4th Grade Aide	\$13.50 hr.
Jill Witt	WM	ECYE Aide	\$15.00 hr.

Resignations:

Sara Carbone	MB	Foundational Aide
Norma Carillo Gomez	NBJH	Sp. Ed. Aide
Aleksandra Kijowska	GB	Aide
Gayle White	MB	Kindergarten Aide

The following candidates chose not to accept the position for which they were hired:

Renata Savin	WM	Foundational Aide	Hired July 23, 2019
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Contract changes for:

Bryan Kyrouac	NBJH Band Teacher	From Step M+12-21, \$98,763.00 to Step M+30-21, \$102,668.00
Michelle J. Lee	WM EC Teacher	From Step M+00-03, \$56,658.00 to Step M+12-03, \$58,941.00

Marina Paliev	WM EL Teacher	From Step B+12-02, \$50,845.00 to Step B+24-02, \$51,111.00
Laurie Parnes	MB Resource Teacher	From Step M+00-13, \$77,265.00 to Step M+12-13, \$80,021.00
Shana A. Silver	MB First Grade Teacher	From Step B+24-03, \$52,878.00 to Step M+00-03, \$57,161.00
Katy D. Wetter	MB 4 th Grade Teacher	From Step M+12-18, \$91,114.00 to Step M+30-18, \$95,545.00

Extra section stipends for:

Kathryn Finch	MB	Music	\$3,430
Nicole Gas	NBJH	EL	\$7,623
Amy Hebel	NBJH	8 th Math	\$7,623
Alina Martinez	MB	Art	\$ 3,114
William E. Norris	GB	PE	\$ 8,576
Mary Perkins	NBJH	French	\$ 7,623
Thomas J. Rosenbaum	MB	PE	\$14,293
Rachel Schlesinger	WM	Spanish	\$ 5,717
Ryan Wood	MB	PE	\$14,293
Timothy W. Zinanni	GB	PE	\$ 8,576

Revision to Salary Schedule 2019-20

Name	2019-20 Step & Lane	Original Salary	Revised Salary
Janet L. Adkisson	M+30-23	\$107,865.00	\$108,088.00
Alexis A. Anderson	M+30-09	\$71,536.00	\$71,710.00
Anca R. Apetean	M+12-07	\$64,443.00	\$65,154.00
Anna M. Arreola	M+30-06	\$66,039.00	\$66,257.00
Alissa R. Baque	M+12-11	\$73,437.00	\$73,984.00
Christine A. Beese	M+30-26	\$113,021.00	\$113,846.00
Sydney M. Berg	B+00-01	\$48,413.00	\$48,435.00
Rebecca Boston	B+24-08	\$59,798.00	\$60,083.00
Katharine L. Boyes	M+30-14	\$85,707.00	\$86,180.00
Kelly A. Breen	M+30-09	\$71,536.00	\$71,710.00
Lance A. Brinkman	M+00-12	\$74,474.00	\$74,992.00
Jennifer L. Burke	M+00-07	\$61,952.00	\$63,802.00
Adela C. Cabrejo-Piratova	M+00-02	\$55,175.00	\$55,481.00
Peter Caris	M+00-18	\$89,031.00	\$89,533.00
Deborah C. Carlberg	M+00-13	\$77,265.00	\$77,804.00
Kristin Cash	M+12-08	\$65,957.00	\$66,087.00
Hilary L. Charlton	M+30-07	\$67,898.00	\$68,059.00

Heather J. Corral	M+30-22	\$105,358.00	\$105,396.00
David E. Downing	M+12-23	\$102,690.00	\$102,845.00
Kerri B. Edwards	M+30-23	\$107,864.00	\$108,088.00
Kimberly A. Farrell	B+12-16	\$69,880.00	\$70,045.00
Brittany P. Farris (PT)	M+12-07	\$34,348.11	\$34,727.07
Kathryn E. Finch	M+30-19	\$98,319.00	\$98,855.00
Elizabeth R. Floss	M+12-11	\$73,437.00	\$73,984.00
Chelsea C. Freedman	M+00-08	\$64,276.00	\$65,668.00
Susan E. Friedlander	M+00-12	\$74,474.00	\$74,992.00
Sascha Friedman	M+12-24	\$102,888.00	\$103,231.00
Mark C. Frye	M+00-13	\$77,265.00	\$77,804.00
Katherine B. Garside	M+30-26	\$113,021.00	\$113,846.00
Nicole M. Gas	M+30-13	\$82,457.00	\$83,019.00
Georgia E. Gikunoo	M+30-07	\$67,898.00	\$68,059.00
Michael P. Govert	M+30-26	\$113,021.00	\$113,846.00
Claire C. Greene	M+00-02	\$55,175.00	\$55,481.00
Nick M. Grigolo	M+00-12	\$74,474.00	\$74,992.00
Matthew G. Haggis	M+00-06	\$60,125.00	\$61,937.00
Michele H. Hamil Anderson	M+00-07	\$61,952.00	\$63,802.00
Jeri M. Hart	M+00-07	\$61,952.00	\$63,802.00
Heather A. Havlicek	B+00-08	\$57,689.00	\$57,751.00
Amy J. Hebel	M+12-08	\$65,957.00	\$66,087.00
Rebecca E. Heller	M+12-07	\$64,443.00	\$65,154.00
Sarah L. Henderson	M+12-11	\$73,437.00	\$73,984.00
Meghan C. Henry	M+12-07	\$64,443.00	\$65,154.00
Nicole F. Kalisker	M+12-08	\$65,957.00	\$66,087.00
Dexi Karabatsos	M+00-06	\$60,125.00	\$61,937.00
Ana Lorena De La Rosa Kecman (PT)	M+30-14	\$53,738.28	\$54,034.85
Danyel M. Kilburg	B+00-11	\$67,898.00	\$60,372.00
Christine J. Kim	B+00-12	\$59,926.00	\$60,372.00
Mollie R. King	M+30-07	\$59,926.00	\$68,059.00
David W. Kostal	M+30-09	\$71,536.00	\$71,710.00
Luanne M. Kowalke	M+30-27	\$114,994.00	\$115,832.00
Lindsay M. Krieschen	M+30-09	\$71,536.00	\$71,710.00
Natalie N. Krsek	M+00-19	\$89,524.00	\$90,148.00
Michael A. LaCerra	M+30-22	\$105,358.00	\$105,396.00
Jennifer Lee-Stewart	M+30-13	\$82,457.00	\$83,019.00
Heather B. Lerner	M+00-07	\$61,952.00	\$63,802.00
Jessica M. Lifshitz	M+00-17	\$85,849.00	\$86,524.00
David J. Mangless	M+00-08	\$64,276.00	\$65,668.00
Jessica L. Mann	M+30-19	\$98,319.00	\$98,855.00
Kathryn A. Mazzarella	M+12-14	\$82,607.00	\$83,222.00
Erin C. McAnally	M+30-18	\$95,499.00	\$95,545.00
Lori F. Meek	M+00-07	\$61,952.00	\$63,802.00
Cailin S. Melka	M+30-07	\$67,898.00	\$68,059.00
Kelly A. Melzer	M+30-08	\$69,494.00	\$69,593.00
Rebecca A. Millman	M+12-14	\$82,607.00	\$83,222.00
Jennifer G. Moore	M+30-13	\$82,457.00	\$83,019.00
Jennifer J. Moran	M+12-10	\$70,613.00	\$71,138.00
Lori B. Morrissey	M+30-25	\$111,084.00	\$111,893.00
Lauren F. Mulkerrin	M+30-19	\$98,319.00	\$98,855.00
Jasmine E. Myalil	M+30-13	\$82,457.00	\$83,019.00
Susan K. Nordberg	M+00-08	\$64,276.00	\$65,668.00
William E. Norris	M+30-26	\$113,021.00	\$113,846.00

Jennifer M. Novak	M+30-07	\$67,898.00	\$68,059.00
Katelyn R. Nudelman-Gurwin	M+30-07	\$67,898.00	\$68,059.00
Diana C. O'Brien	M+00-04	\$57,791.00	\$59,089.00
Holly L. Osifalajo	M+00-05	\$59,363.00	\$60,072.00
Amber J. Paull	M+00-10	\$69,187.00	\$69,669.00
Nicole R. Penherski	M+00-05	\$59,363.00	\$60,072.00
Mary N. Perkins	M+30-22	\$105,358.00	\$105,396.00
Lisa C. Peyrot	M+30-14	\$85,707.00	\$86,180.00
Jason M. Piechowiak	M+12-12	\$76,375.00	\$76,943.00
Kristina M. Pierce	M+12-10	\$70,613.00	\$71,138.00
Julie M. Propes	M+30-24	\$109,479.00	\$109,974.00
Melinda A. Rench	M+30-26	\$113,021.00	\$113,846.00
Terese M. Rick (PT)	M+00-09	\$35,543.63	\$35,995.08
Claudia L. Rieger	B+12-10	\$62,241.00	\$63,164.00
Megan M. Roberts	M+30-09	\$71,536.00	\$71,710.00
Laura A. Rzewnicki	M+00-12	\$74,474.00	\$74,992.00
Patricia A. Sacks	M+30-13	\$82,457.00	\$83,019.00
Rachel B. Scherer (PT)	M+30-13	\$43,454.83	\$43,751.00
Laura A. Scott	M+00-03	\$56,658.00	\$57,161.00
Melissa M. Sen	M+30-13	\$82,457.00	\$83,019.00
Ronit H. Shapiro	M+00-07	\$61,952.00	\$63,802.00
Molly T. Shiple	M+30-14	\$85,707.00	\$86,180.00
Amanda J. Shulman	M+30-18	\$95,499.00	\$95,545.00
Christine M. Sobczak	B+12-12	\$66,314.00	\$66,669.00
Carmela S. Stout	M+00-12	\$74,474.00	\$74,992.00
Katrina Streips	M+30-27	\$114,994.00	\$115,832.00
Velvet R. Thomas	B+00-11	\$59,926.00	\$60,372.00
Corrie Tucker	M+12-07	\$64,443.00	\$65,154.00
Jean M. Viviano	M+30-26	\$113,021.00	\$113,846.00
Marjorie N. Walsh	M+12-11	\$73,437.00	\$73,984.00
Rachael E. Weeks	M+12-16	\$87,565.00	\$88,174.00
Allison I. Weiner	M+00-07	\$61,952.00	\$63,802.00
Lynsee S. Whitman	M+30-13	\$82,457.00	\$83,019.00
Kevin J. Winters	M+00-09	\$66,686.00	\$67,533.00
Marcela C. Witkowski	M+12-11	\$73,437.00	\$73,984.00
Cassandra A.F. Wojewnik	M+00-06	\$60,125.00	\$61,937.00
Ryan L. Wood	M+00-07	\$61,952.00	\$63,802.00
Megan R. Yuhas	M+30-13	\$82,457.00	\$83,019.00
Timothy W. Zinanni	M+30-27	\$114,994.00	\$115,832.00
Katherine D. Gilman	M+30-09	\$71,536.00	\$71,710.00
Anne Ingratta	M+30-09	\$71,536.00	\$71,710.00
Ariana L. Mazza	M+30-07	\$67,898.00	\$68,059.00

Intergovernmental Agreement with Northbrook Public Library

The Intergovernmental Agreement grants District 28 students and staff access to the Northbrook Public Library's electronic collection via the Axis 360 online platform.

On a roll call vote, the following voted Aye: Members Gross, Gilmore, Forchetti, Kohler, Silver-Schack, Gallinson, and Katz Muhl. Nay: none. Absent: none. Abstain: none. Motion carried.

FINANCE
(Financial Report)

Chief School Business Official Jessica Donato presented the Financial Report for the period ending July 2019, which included the list of bills, the monthly variance report, the FY19 audit update, and FY20 budget update.

It was moved by Member Forchetti and seconded by Member Gilmore that the Board accept the District 28 Financial Report for the period ending July 2019.

On a roll call vote, the following voted Aye: Members Forchetti, Gilmore, Kohler, Gross, Silver-Schack, Gallinson, and Katz Muhl. Nay: none. Absent: none. Abstain: none. Motion carried.

(Safety and Security Updates)

Dr. Hewitt provided an overview on safety and security supplies and procedures that have been updated for this school year, and including bleeding control kits that have been deployed in the schools, emergency backpacks for all learning areas where students are present. In addition, several crisis plan documents have been updated to assist teachers in responding to an emergency and new staff have received 4E training.

(Change Order- D. Kersey Construction Company)

It was moved by Member Gross and seconded by Member Gilmore that the Board approve the Change Order for D. Kersey Construction Company, for the additional scope of work for Meadowbrook, in the amount of \$1,489.00.

On a roll call vote, the following voted Aye: Members Gross, Gilmore, Forchetti, Kohler, Silver-Schack, Gallinson, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

(Payout #3 D. Kersey Construction Company)

It was moved by Member Gallinson and seconded by Member Gilmore that the Board approve Payout #3 to D. Kersey Construction Company, for the Meadowbrook Interior Renovation Project in the amount of \$348,165.00.

Original Contract Sum	\$ 657,630.00
Net Change by Change Orders	\$ 11,650.00
Contract Sum to Date	\$ 669,280.00
Total Completed & Stored to Date	\$ 653,844.00
Retainage	\$ 65,384.40
Allowance	\$
Total Earned Less Retainage	\$ 588,459.60

Less Previous Certificates for Payment	\$ 240,294.60
Current Payment Due	\$ 348,165.00
Balance to Finish (including Retainage & Allowance)	\$ 80,820.40

On a roll call vote, the following voted Aye: Members Gallinson, Gilmore, Forchetti, Kohler, Gross, Silver-Schack, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

(Payout #2 and Final – Cove)

It was moved by Member Gilmore and seconded by Member Kohler that the Board approve the Payout #2 and the final payout to Cove Remediation LLC, for the Meadowbrook Asbestos Abatement Project, in the amount of \$41,097.00

Original Contract Sum	\$ 216,300.00
Net Change by Change Orders	\$ 0
Contract Sum to Date	\$ 216,300.00
Total Completed & Stored to Date	\$ 216,300.00
Retainage	\$ 0
Total Earned Less Retainage	\$ 216,300.00
Less Previous Certificates for Payment	\$ 175,203.00
Current Payment Due	\$ 41,097.00
Balance to Finish (including Retainage)	\$ 41,097.00

On a roll call vote, the following voted Aye: Members Gilmore, Kohler, Gross, Silver-Schack, Gallinson, Forchetti, and Katz Muhl. Nay: none. Abstain: none. Absent: none. Motion carried.

EDUCATION

(New Teacher Orientation)

New classroom teachers are assigned mentors for their first two years in the district, whether they are new to the profession or experienced teachers. Dr. Raitzer provided an overview of the two-day new teacher orientation that kicks off the school year, which included information about curriculum, student services, technology and 4E training.

(Summer Curriculum and Professional Development)

The 2019 Summer professional development program included 52 sessions -- 20 more than the previous few years. Many of the sessions are facilitated by District 28 faculty, and some are facilitated by consultants. There were 996 participants -- which shows that some teachers took multiple sessions. Teachers had the opportunity to attend two days of professional development to make up for two emergency days that occurred during the schools year due to weather.

(Math Program Review)

Dr. Raitzer reported that they are at the end of phase one, and the results of five months of intensive work are ready for implementation for the classroom.

The math committee will dive into phase two of the program review beginning in September with a needs assessment. Phase 2 will include comparing instructional minutes at the junior high to other township school districts and 19 comparable districts in the area. The committee will also review instructional materials, staff allocation and assignments, and instructional expectations in preparing students for both the Illinois Assessment of Readiness and the PSAT in eighth grade.

(Teacher Ease)

Director of Learning Michelle Jackson reviewed the online grade book Teacher Ease that is being implemented at the junior high. TeacherEase is easier to navigate, integrates with Google, and is intuitive to use. This is the same system used at the elementary grades for report cards. The junior high version includes an online gradebook system that provides secure access to families and students regarding student grades for individual assessments and assignments.

Teachers can communicate with parents, sending emails and updates directly through the system.

(Parent Teacher Communication Guidelines)

Dr. Hewitt provided revised guidelines for parent-teacher communication. The new guidelines establish the District's philosophical approach to parent-teacher communication, as well as providing guidance for resolving concerns. In addition to the general language created for the parent handbook, a statement will include that full details on administrative procedures are available upon request.

BUILDINGS and GROUNDS

(Summer Projects Update)

In addition to the update provided earlier on safety, member Gross reported that Meadowbrook still experienced some water seepage during summer rains. It will be investigated further by the Director of Buildings and Grounds.

LEGISLATION

No report.

COMMUNICATION

After reviewing the costs and logistics of video-streaming board meetings, the board consensus was to move ahead with the plan to live stream board meetings.

Communications Director Terry Ryan presented a Strategic Communications Plan that will include additional strategies to make the board and district business more transparent. A Communications Advisory Committee consisting of broad representation of parents, community members, and staff will be formed to provide two-way feedback on communications, identify education issues of interest to parents and parent education programming.

NSSSED

No report.

NEW BUSINESS

Chief School Business Official Jessica Donato, reported that the bus company is experiencing a severe bus driver shortage that is creating problems on bus routes. Some buses have been very late over the past week. Mrs. Donato is working with the bus company managers to resolve issues as quickly as possible and communicate with parents. Dr. Hewitt has also been in contact with the bus company's regional manager, to address the concerns.

Member Gilmore asked why there aren't seat belts on the school buses. It was noted that the seat belt issue will be placed on a future agenda.

CLOSED SESSION

(In)

At 10:26 p.m., it was moved by Member Gross and seconded by Member Silver-Schack that the Board of Education go into 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 and matters relating to individual students as authorized by 5ILCS 120/2 © (1), and

Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property as authorized by 5ILCS 120/2(c)(8).

On a roll call vote, the following voted Aye: Members Gross, Silver-Schack, Gallinson, Gilmore, Forchetti, and Katz Muhl. Nay: none. Absent: none. Abstain: none. Motion carried.

(Out)

At 11:52 p.m. it was moved by Member Forchetti and seconded by Member Kohler that the Board of Education return to Regular Session.

All members present voted Aye. Nay: none. Absent: none. Abstain: none. Motion carried.

ADJOURNMENT

At 11:53 p.m., it was moved by Member Forchetti and seconded by Member Kohler that the meeting be adjourned.

All members present voted Aye. Absent: none. Motion carried.

Larry A. Hewitt, Secretary

Tracy Katz Muhl, President