

MINUTES OF A REGULAR MEETING  
OF THE  
BOARD OF EDUCATION, DISTRICT 28  
HELD TUESDAY, OCTOBER 22, 2019

A regular meeting of the Board of Education, District 28, Cook County, Illinois, was held in the Homer O. Harvey room, located at 1475 Maple Ave., in said district on Tuesday evening, October 22, 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

Absent: Tony Forchetti and Mara Silver-Schack.

Also present were Dr. Larry Hewitt, Superintendent; Dr. Kris Raitzer, Assistant Superintendent; Jessica Donato, Chief School Business Official; Terry Ryan, Communications Director; Dr. Kelly Sculles, Director of Student Services; Michelle Jackson, Director of Learning; Mary Sturgill, Westmoor Principal; Pat Thome, Meadowbrook Principal; Dr. Ginny Hiltz, Greenbriar Principal; Dr. Scott Meek, NBJH Principal; Ramsin Israel, District Computer Technician; Ann VanVouren, auditor; Jennifer Turk, Colleen, Milks, Lisa Rau, Kim Yen, Colette O'Regan, Sunitha Bellam, Kelly Bertler, Kris Izenstark, Leslie Herbst, and David Wayne; District 28 parents.

### **Visitor's Comments**

Three members of the audience spoke at the meeting on the following topics: Calm Classroom; streaming the Board meetings; math curriculum selection process; Amplify English language arts curriculum resource; and Algebra 163/163G high school course.

At the close of comments, Dr. Kris Raitzer clarified the process used to select Amplify as a junior high resource.

**Presentations  
(Auditor)**

Ann Van Vouren of Lauterbach & Amen, LLP presented the annual report on the district's financial performance, noting the district met all requirements in reporting and accounting.

**COMMUNICATION  
(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 Review)**

The Board reviewed the updated calendar of meetings.

**APPROVAL OF MINUTES**

It was moved by Member Gross and seconded by Member Gilmore that the Board of Education approve the Regular Meeting minutes of September 24, 2019, since members had each previously been sent copies.

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

**APPROVAL OF CONSENT AGENDA ITEMS**

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

**(Payroll – last half of September 2019 and first half of October 2019)**

the payment of employee salaries for the last half of September 2019, in the amount of \$ 1,168,856.68 and covered by check numbers 63693 through 63723, and deduction check numbers 63724 through 63741, 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 October 22, 2019;

the payment of employee salaries for the first half of October 2019, in the amount of \$ 1,191,794.27 and covered by check numbers 63742 through 63783, and deduction check numbers 63784 through 63793, 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 October 22, 2019;

**(Bills)**

vendor invoices totaling \$948,110.70 and Warrants listed as Numbers 53295 through 53556, confirmed by the signatures of the President and Secretary of the School District 28 Board of Education, and dated October 22, 2019;

**(Personnel Report)**

**New Staff**

Paul Siebert	MB	Foundational Aide	\$16.50/hr.
Martina Acosta	WM	Custodian	\$15.00/hr.

**Leaves**

Anne Ingratta	MB/WM	Occupational Therapist
Heather Lerner	WM	Early Childhood Teacher

**Resignations**

Ann Blymire	GB	5th grade Aide
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**Contract Change**

Katherine M. Robison	MB	4 <sup>th</sup> grade Aide
From Step B+00-05, \$54,338.00 to Step B+12-05, \$54,706.00 effective 08/19/19		

**Payout # 4 Final – D. Kersey Construction Co.**

payout #4 to D. Kersey Construction Company for the Meadowbrook Interior Renovation Project. This reflects work completed in the amount of \$75,899.40.

Original Contract Sum	\$ 657,630.00
Net Change by Change Orders	\$ 6,729.00
Contract Sum to Date	\$ 664,359.00
Total Completed & Stored to Date	\$ 664,359.00
Retainage	\$ 0
Total Earned Less Retainage	\$ 664,359.00
Less Previous Certificates for Payment	\$ 588,459.60
Current Payment Due	\$ 75,899.40
Balance to Finish (including Retainage)	\$ 75,899.40
Balance to Finish (including Retainage & Allowance)	\$ 0

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

**FINANCE**  
**(Financial Report)**

The Board of Education received copies of the District 28 Financial Report for the period ending September 2019.

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

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

**(Financial Statements and Independent Auditor's Report)**

Having presented an overview of the audit earlier in the evening and the board members having had an opportunity to ask questions to further their understanding, the audit was presented for approval in draft form.

It was moved by Member Gross and seconded by Member Kohler that the Board of Education approve the District's audit report.

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

**(Estimated Property Tax Levy)**

Chief School Business Official Jessica Donato provided an overview of the calculations used to estimate the tax levy. The amount the district may receive will be tied to the Consumer Price Index of 1.9% plus new development. The total levy is a 4.99% increase from the previous year to ensure the district can capture all of the growth in new development.

It was moved by Member Kohler and seconded by Member Gross that the Board adopt the 2019 Estimated Property Tax Levy as presented.

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

## **EDUCATION**

### **(Enrollment Report)**

Dr. Hewitt noted that the August report is revised due to the double counting of some students who are enrolled in NSSD. The September report is also updated.

### **(State Library Grant)**

Assistant Superintendent Dr. Kris Raitzer noted that the schools rotate in applying for the state library grant. This year, Greenbriar librarian Colleen Sanchez is applying for the grant to enhance the book collection.

### **(Illinois Assessment of Readiness Report)**

Dr. Raitzer provided overall results in English language arts and math for grades 3 through 8 with district averages and overall school scores by grade. Science assessment results administered to fifth grade and eighth grade students were also shared. Dr. Raitzer noted that the science test is changing for 2020 but the district has not received any further information from the state. The district scores in all three assessments show growth over a five- and three- year trend. Each school principal then shared efforts for improvement that were implemented last year and since the April assessment in preparation for this year.

(Board Member Silver-Schack arrived at 8:02 p.m.)

### **(Diversity Equity, and Inclusion Proposal)**

Dr. Hewitt introduced a proposal to develop a philosophy and vision for diversity, equity and inclusion. DEI is woven into the mission, vision and goals of the strategic plan. Dr. Hewitt presented information on Blink Consulting and its previous work with the District.

It was moved by Member Kohler and seconded by Member Gross that the Board approve the proposal by Blink Consulting.

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

### **(Northfield Township Articulation Update)**

Dr. Hewitt provided a report on the Township Superintendent's monthly meeting. A few topics covered included the following: For the 2020-21 school calendar, all elementary districts will follow the high school by starting school in the same week and having the same winter break and spring break. The township districts

are working to develop common language for emergencies with first responders. They are also drafting a shared services intergovernmental agreement.

### **BUILDINGS and GROUNDS**

Member Gross reported that the committee is evaluating and identifying projects for the coming summer. One area is HVAC controls, with Meadowbrook needing a completely new system and Greenbriar and NBJH needing to update only the controller and software. The committee is also looking at a new, expanded location for the STEM classroom at the junior high. Together with STEM teacher Aaron Sato, the committee will visit neighboring schools that have recently updated their facilities and develop a renovation plan.

### **LEGISLATION**

At the State level, the veto session is coming up. The District will monitor if any education bills move forward.

### **COMMUNICATION**

Communication Director Terry Ryan recapped the first meeting of the 20-member Communications Advisory Committee. Survey information was shared from the Illinois 5Essentials Parent Survey and the district's Parent Communication Survey. The committee also identified topics of interest for deeper communication with parents and will prioritize those topics at the next meeting, which will be held in November.

### **NSSSED**

Member Gilmore reported that NSSSED is working to update its financial model for providing programs and services.

### **AD HOC** **(Compensation)**

The Board reviewed the Compensation Committee report.

### **(EDC)**

Dr. Hewitt reported that the village is still looking for a residential developer for the Northbrook Court redevelopment. He also reported that he and Mrs. Donato met with a developer, who shared some of their ideas for the site.

**(SAF)**

Member Silver Schack reported that the topics covered at the SAF meeting included the persistent shortage of substitutes, the desire to bring a lunch program to the elementary schools, and questions about the structure of pay for teaching assistants.

**NEW BUSINESS**

Mrs. Donato reported that the transportation company has fully staffed all of the district's bus routes. Buses are running on time with only typical delays.

**CLOSED SESSION**

**(In)**

At 9:13 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)

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

**(Out)**

At 10:05 p.m., it was moved by Member Gross and seconded by Member Gallinson that the Board of Education return to Regular Session.

**ADJOURNMENT**

At 9:14 p.m., it was moved by Member Kohler and seconded by Member Gallinson that the meeting be adjourned.

All members present voted Aye. Absent: Member Forchetti. Motion carried.

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Larry A. Hewitt, Secretary

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Tracy Katz Muhl, President