

**BOARD OF EDUCATION  
GLENBROOK HIGH SCHOOLS**

**August 10, 2020**

**REGULAR BOARD MEETING - 7:00 p.m.**

**Location: Glenbrook District Office Public Meeting Room 100A  
3801 W. Lake Avenue, Glenview, IL 60026\***

**\* It has been determined by the President of the Board of Education and the Superintendent that it is not practical or prudent to hold an in-person meeting because of the disaster declared by Governor Pritzker. This meeting will be conducted by audio conference using the Zoom webinar platform pursuant to [Public Act 101-0640 \(5 ILCS 120/7e\)](#)**

**[View Instructions on How to Join the Zoom Webinar](#)**

**AGENDA**

1. (7:00) Call to Order – Roll Call
2. (7:02) Approval of the Agenda for this Meeting
3. (7:03) Recognition of Community Visitors  
*Anyone who would like to address the Committee may do so by calling (847) 486-4728 and leaving up to a three-minute voicemail message. Comments should be related to topics on the board agenda. Messages must be left by 3:00 PM on the day of the meeting. Please leave your name and address on the message so that the administration may be able to follow up if necessary. Messages will be subsequently reviewed to ensure they are appropriate for a public presentation (e.g., no profanity), and then played aloud during the public comment period on the agenda.*
4. (8:03) Board and Superintendent Reports
5. (8:10) Approval of Consent Agenda Items:
  - A. Appointments
    - a. Certified
    - b. Support Staff
  - B. Resignations/Terminations
    - a. Certified
    - b. Support Staff
  - C. FOIA
  - D. Approval of Accounts Payable Bills
  - E. Approval of Payroll Disbursements
  - F. Approval of Revolving Fund Reimbursement
  - G. Minutes
    - a. July 27, 2020, Special Board Meeting
    - b. July 23, 2020 Finance Committee Meeting
  - H. Gifts
  - I. Certified FTE Adjustments
  - J. Resolution Authorizing Intervention in Property Tax Assessment Proceedings
  - K. Retirement Declarations
    - a. Certified Staff
  - L. Resolution Authorizing Permanent Interfund Transfer for Capital Project Purposes

6. (8:15) Discussion: Progress Updates Regarding the Learning and Operational Plan for the 2020-21 School Year
7. (8:45) Discussion/Action: Committee Appointments and Member Representatives
8. (8:55) Review and Summary of Board Meeting
9. (9:00) Possible Topics for Future Board Meetings

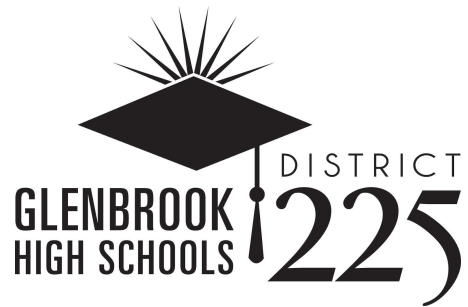
Future Meeting Dates:

Monday, August 24, 2020 - 7:00 p.m. - Regular Board Meeting

10. (9:02) Closed Session: To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office when the public body is given the power to remove the occupant under law or ordinance; the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; the setting of a price for sale or lease of property owned by the public body; 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; student disciplinary cases; the placement of individual students in special education programs and other matters relating to individual students; and litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. (Section 2(c) (1), (2), (3), (5), (6), (8), (9), (10) and (11) of the Open Meetings Act).
11. (9:55) Possible Action: Approval of Additional Permanent Substitute Teacher Positions for the 2020-2021 School Year
12. (9:57) Possible Action Regarding Topics Discussed in Closed Session
13. (10:00) Adjournment

Times are estimates. Electronic Board packet can be found at

<http://www.glenbrook225.org/district/Board-of-Education/Board-Packet-Agendas>



**To:** Dr. Charles Johns  
Board of Education  
**From:** Brad Swanson  
**Date:** August 10, 2020  
**Re:** Appointments: Certified

**Placement Coordinator, Special Education - GBA  
Ms. Wan (Renee) Cheung**

**Degrees:**

Ed.D., Curriculum and Instruction, Aurora University, Aurora, IL  
M.A., Educational Leadership, Northeastern Illinois University, Chicago, IL  
M.S.W., Social Work, University of Illinois at Urbana, Champaign, IL  
B.A., Social Work, St. Cloud State University, St. Cloud, IL

**Certifications:**

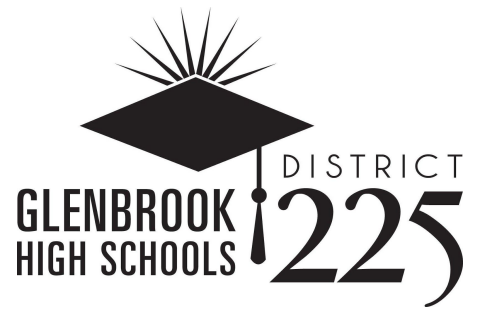
Administrative (Standard, General Administrative)  
School Service Personnel (Standard, School Social Worker)

**Professional Experience:**

Most recently, Renee served as an Assistant Principal at Special Education District of Lake County where she assisted with opening a new middle school program. Some of her responsibilities included collaborating with district administrators, overseeing IEP/FIE processes and compliances, and supporting the implementation of staff evaluations. Previously, Renee served as the Coordinator of Alternative Placement and Behavior Support at Waukegan School District 60. She was responsible for creating instructional and behavioral interventions, developing a structured teaching model with an integration of brain-based learning and training series, overseeing high school discipline, and developing systematic staff training for the recent SB100 legislation.

**Salary: \$127,531 (MA+60, Step Y, 1.0 FTE)**

**Start Date: August 17, 2020**



**To:** Dr. Charles Johns  
Board of Education

**From:** Brad Swanson

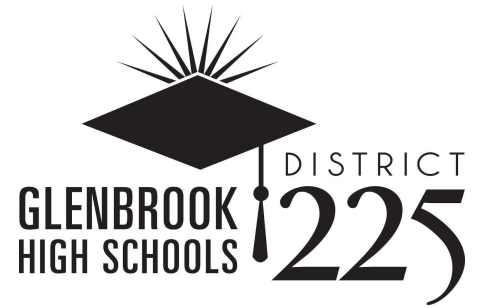
**Date:** August 10, 2020

**Re:** Appointments: Support Staff

<u>Name</u>	<u>Bldg</u>	<u>Position</u>	<u>Calendar</u>	<u>FTE</u>	<u>Start Date</u>	<u>CAT</u>	<u>Step</u>	<u>Rate</u>
Benitez, Javier	GBS	Assistant Plant Operator	260	1.0	08/03/2020	I	12	\$37.46
Curtin, Michael	GBS	Instructional Assistant, Special Ed.	186.5	.67	08/17/2020	II	9	\$22.71
Sisler, Jesse	GBS	Instructional Assistant, Special Ed.	186.5	.13	08/17/2020	II	5	\$20.98

**Extracurricular**

<u>Name</u>	<u>Bldg</u>	<u>Position</u>	<u>FTE</u>	<u>Start Date</u>	<u>CAT</u>	<u>Step</u>	<u>Stipend Amount</u>
NONE							



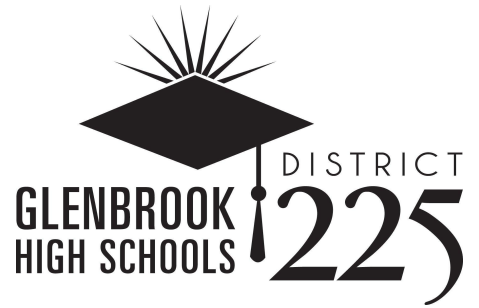
To: Dr. Charles Johns  
Board of Education

From: Brad Swanson

Date: August 10, 2020

Re: Resignations/Terminations: Certified

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>School</u>
NONE			



**To:** Dr. Charles Johns  
Board of Education

**From:** Brad Swanson

**Date:** August 10, 2020

**Re:** Resignations/Terminations: Support Staff

**Resignations**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Effective</u></b>	<b><u>School</u></b>
Dechter, Talia	Instructional Assistant, Special Education	06/05/2020	GBN
Hwang, Edward	Instructional Assistant, Science	06/05/2020	GBS
Jacobi, Brendan	Instructional Assistant, Special Education	06/05/2020	GBS
O'Connell, Tarah	Public Relations Specialist	08/11/2020	GBA

**MINUTES OF SPECIAL MEETING,  
BOARD OF EDUCATION, SCHOOL  
DISTRICT #225, COOK COUNTY,  
ILLINOIS, JULY 27, 2020**

A special meeting of the Board of Education, School District No. 225 was held on Monday, July 27, 2020, at approximately 7:00 p.m. at Glenbrook District Office Public Meeting Room 100A, pursuant to due notice of all members and the public.\*

**\* It has been determined by the President of the Board of Education and the Superintendent that it is not practical or prudent to hold an in-person meeting because of the disaster declared by Governor Pritzker. This meeting will be conducted by audio conference using the Zoom webinar platform pursuant to [Public Act 101-0640 \(5 ILCS 120/7e\)](#)**

The president called the meeting to order. Upon calling of the roll, the following members answered present:

Doughty (in person), Glowacki (in person), Kim, Shein, Sztainberg, Taub

Absent: Hanley

Also present: Fagel, Geallis, Gravel (in person), Johns (in person), Markey, Pearson, Raffles, Swanson, Whipple, Williamson

**Approval of Agenda for this Meeting**

Motion by Mr. Glowacki, seconded by Dr. Sztainberg to approve the agenda for this meeting.

Upon calling of the roll:

aye: Doughty, Glowacki, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

**Recognition of Community Visitors**

Community members commented on:

- Reopening Plan

**Board and Superintendent Reports**

The administration:

- Noted that over the past weekend, our athletic camps at Glenbrook North experienced a significant number of athletes and coaches quarantined, per

7/27/20

Cook County Department of Health requirements, for 14-days, due to potential exposure to COVID

- Shared this comes on the heels of a similar situation that emerged at Glenbrook South two weeks ago, just as camps were about to begin
- Stated these circumstances highlight that even with so many precautions, such as face masks, outdoor air, and social distancing, potential outbreaks may still occur
- Thanked our families and staff who have let us know when they are experiencing symptoms, have been in contact with an infected person, or have themselves tested positive for COVID; explained this sharing of information allows the Cook County Health Department to engage in contact tracing and help to reduce the spread of the virus

**Motion to Approve Consent Agenda Items**

Motion by Mr. Glowacki, seconded by Dr. Sztainberg to approve the following items on the consent agenda

- A. Appointments
  - a. Certified
  - b. Support Staff
- B. Resignations/Terminations
  - a. Certified
  - b. Support Staff
- C. Minutes
  - a. July 13, 2020, Regular Board Meeting
  - b. July 13, 2020, Closed Board Meeting
- D. Approval of Textbook Changes
- E. Retirement Declarations
  - a. Non-certified Staff

aye: Doughty, Glowacki, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

**Resolution to Approve the Learning and Operational Plan for the 2020-21 School Year**

- a. **Learning and Operational Plan for the 2020-21 School Year**
  - i. **Summary of the Learning and Operational Plan**
  - ii. **Presentation of the Learning and Operational Plan**

The Board president:



- Shared the goal of the plan is:
  - To navigate Covid-19 together
  - Getting our students back into the buildings
  - Keeping students and our staff healthy
- Thanked all those involved in this comprehensive plan
- Noted that cooperation even when not agreeing on all decisions are the hallmarks of our district's success
- Looks forward to working together to deliver a high-quality, meaningful and engaging academic and extracurricular experiences for all students throughout the 2020-2021 school year
- Stated we are committed to excellence in the 4 A's: Academics, Athletics, Activities, and the Arts

#### The administration:

- Reviewed the plan
  - Shared guiding principles
  - Learning Plan Continuum and Indicators
    - Step 1: All Students E-Learning with Extracurricular Activities
    - Step 2: E-Learning and Gradual Return of Groups
    - Step 3: AM/PM Hybrid Schedule
    - Step 4: All Students In-Person
    - Family Choice to Continue Full-Time E-Learning
  - Movement Along the Continuum
    - Based on advisory committee
    - Shared the timeline (Announcement Date and Possible Movement Date)
  - Learning and Operational Plan Resources

#### Board members:

- Asked that we share the matrix used to make the decision to move through the learning continuum
- Noted the teaching and learning experience during Step 1 will be significantly different from what took place in the spring, when state mandates limited our ability to deliver a high-quality e-learning experience
- Shared expectations for our teachers
- Suggested we try to help find childcare solutions for teachers (with no cost to the district)
- Discussed having teachers deliver e-learning from the buildings

#### In response to board members' questions, the administration:

- Commented that the governor said school districts that don't follow state public health guidance could face lawsuits and other liabilities
- Believes we will be able to follow state guidance over time, but we just received a new set of guidelines Thursday afternoon
- Shared challenges
  - Social distancing
  - Buildings resources

- Supervision resources
- Provided possible options for dealing with possible teacher shortages or quarantined teachers
- Strongly encourage teachers who would like to use classroom or building resources to do so
- Explained the reasoning for the possible divide by alpha vs grade levels
- Stated a transition to a hybrid model would come only when ALL the following indicators are met:
  - Compliance with Local Health Guidance
  - Implemented Contact Tracing Protocol and Measures to Support Contact Tracing
  - Implementation of 6 Foot Social Distancing Strategies
  - Implemented Cleaning Protocol and Supplies
  - Sufficient Inventory/Access to Required PPE
  - Sufficient Staff to Provide Supervision (Including Substitute Availability)
  - Pedagogical Considerations (Instructional Integrity and Stability for All)
- Noted that if there were an emergency, the scheduled possible movement date may need to be adjusted without previous notice
- Is still examining other scheduling models, but noted the reasoning behind the AM/PM hybrid schedule model
- Briefly shared ideas for Freshman Orientation being discussed
- Stated our nurses are the point of contact with the CCDPH
- Outlined employee's benefits with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19 including but not limited to; Families First Coronavirus Response Act (FFCRA or Act), Americans with Disabilities Act (ADA) and the Rehabilitation Act (which include the requirement for reasonable accommodation and non-discrimination based on disability, and rules about employer medical examinations and inquiries)
- Provided clarification and expectations on recording class sessions
- Noted exact guidance has not been provided for teacher evaluations, but noted, as was done in summer school, IS's will drop in to provide informal feedback (not part of the formal evaluation process)
- Reviewed professional development opportunities as well as instructional coaching for teachers who are struggling with e-learning
- Stated they have received positive feedback from summer school and the quality of teaching
- Provided clarification on contact tracing protocols

Mrs. Hanley was not able to join the meeting, but asked her comments be read, she noted:

- In favor of the proposed plan
- The importance of keeping the safety of students and staff as a priority
- The crucial importance of open communication

**Resolution to Approve the Learning and Operational Plan for the 2020-21 School Year**

Motion by Mr. Glowacki, seconded by Dr. Kim to approve the learning and operational plan for the 2020-21 school year with the following amendments:

- The Superintendent is directed to further define the criteria for movement from one step to another, whether quantitative or qualitative, and share the updated criteria with the Board and community by the start of the school year as part of the first scheduled announcement.
- All staff are strongly encouraged to be present and teach from the school building. If this is not practical, given the unique circumstances of the staff member, they will provide their services in an appropriate, remote environment that has been approved by their supervisor. Additionally, all staff will participate in e-learning and remote work training, appropriate for their position, so that they can be fully engaged and available to students during the school day.

aye: Doughty, Glowacki, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

**Approval to Make Available the FY Tentative Budget and to Schedule a Public Hearing on the FY Budget**

The administration:

- Stated the FY 2020-21 tentative budget and supporting materials were presented to the Finance Committee on Thursday, July 23, 2020
- Shared key findings
- Noted the tentative budget is a balanced budget
- Recommends that the Board of Education make available the FY 2020-21 Tentative Budget for public inspection on Wednesday, July 29, 2020, and to schedule a public hearing on the adoption of the FY2020-21 budget on Monday, September 14, 2020

In response to board members' questions the administration:

- Provided an estimate of final salaries
- Stated health insurance savings are included in the tentative budget
- Commented that salaries are not all posted yet and because of Covid-19 there are additional savings on salaries
- Explained that purchased services reduction will be recorded differently once the budget is audited

**Revised 2020-2021 School Year Calendar for Review**

The administration stated:

7/27/20

- Recent state legislation mandates that Election Day (November 3) is a school holiday
- We are not permitted to hold class nor hold a teacher institute day
- As a result, we need to change the calendar
- The day is being made up by removing the Emergency Day (March 29)

### **Revised 2020-2021 School Year Calendar for Review**

Motion by Mr. Glowacki, seconded Dr. Sztainberg by to approve the revised 2020-2021 school year calendar as discussed.

aye: Doughty, Glowacki, Kim, Shein, Sztainberg, Taub

nay: none

Motion carried 6-0.

### **Possible Topics for Future Board Meetings**

Update on e-learning and any stats on how students are doing.

Future Regular Meeting Dates:

Monday, August 10, 2020 - 7:00 p.m.-Regular Board Meeting

### **Adjournment**

Motion by Mr. Glowacki, seconded by Dr. Sztainberg to adjourn the meeting at approximately 10:31 p.m.

Upon call for a vote on the motion, all present voted aye.\*

Motion carried 6-0.

\* Doughty, Glowacki, Kim, Shein, Sztainberg, Taub

CERTIFIED TO BE CORRECT:

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PRESIDENT - BOARD OF EDUCATION

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SECRETARY - BOARD OF EDUCATION

**GLENBROOK HIGH SCHOOL DISTRICT 225**

**FINANCE COMMITTEE MINUTES**

**July 23, 2020**

**Administration Building - Public Meeting Room 100A\***

**\* This meeting will be conducted telemetrically using the Zoom webinar platform pursuant to**

**Executive Order in Response to COVID-19 No. 5**

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Members Present: Bonner, Doughty, Fagel, Geddeis, Gravel, Hanley, Johns, Markey, Ptak, Raflares, Swanson, Taub, Wright

Members Absent: Geddeis, Tarver

**Agenda Item #1: Call to Order**

A regular meeting of the Finance Committee was held virtually through the Zoom webinar platform on July 23, 2020. The meeting convened at 8:03 AM.

**Agenda Item #2: Recognition of Community Visitors**

There were no community members present at the meeting, and no comments submitted to the committee in advance of the meeting.

**Agenda Item #3: FY 2020-21 Tentative Budget**

Dr. Gravel presented the Tentative Budget for the 2020-21 fiscal year to the committee by reminding the committee of a section of the budget that was developed two years ago titled: Key Findings. Dr. Gravel explained that the Key Findings summarizes the unaudited performance of the 2019-20 fiscal year, and provides context for the 2020-21 budget.

In regards to the reconciliation of the 2019-20 budget, Dr. Gravel informed the committee that the district anticipates increasing fund balance by \$1-3M, as a result of decreased expenses related to the unanticipated school closure in March due to the COVID-19 pandemic. He updated the committee that the district ended the 2019-20 fiscal year with \$189.5M in revenues and \$186.5M in expenditures, explaining to the committee that the expenditures will increase after the final payrolls for the 2019-20

fiscal year have been processed.

Dr. Gravel reminded the committee that the Board of Education entered into a settlement with Allstate Insurance Company for property tax objections for tax years 2004-2009. The \$6M settlement was scheduled to be paid in \$2M installments over three years. The second installment was paid at the beginning of the 2019-20 fiscal year. Due to other decreased expenditures in the budget, the school district accelerated the payment of the third and final installment in June 2020.

Dr. Gravel offered the committee a summary of the 2020-21 tentative budget by explaining that the 2020-21 fiscal year budget includes \$193.4M in revenues and \$193.4M in expenditures, which represents a balanced budget. Additionally he shared that the district remains on track to become debt free on January 1, 2028.

**Revenue:** The 2020-21 tentative budget reflects an increase in local property taxes in the amount of \$1.7M. The Glen Make Whole Payments (the Village of Glenview's contribution), is estimated to provide an additional \$9.3M in revenue. Interest earnings have been reduced by 76% to reflect the substantial change in interest rates as a result of COVID-19. The district's direct revenue budget represents 94.5% in local and other funding, primarily through property taxes, with 6% of funding provided by state and federal sources.

**Expenditures:** Salary expenditures are the result of current negotiated rates between the district's three collective bargaining units, including anticipated approved increases in FTE. There is an estimated 5% premium increase in the health benefits budgeted for the 2020 plan year. For the modernization of existing facility spaces, \$1,500,000 will be transferred from the Operations and Maintenance Fund to the Capital Projects Fund. Dr. Gravel explained that this is a one-time transfer to support one-time expenditures approved by the Board of Education on April 13, 2020. An additional \$500,000 has been budgeted for anticipated expenditures for PPE supplies and facility modifications, due to COVID-19.

Dr. Ptak discussed enrollment trends and projections. She explained that the district uses two methods in predicting enrollment figures: 1. The Glenbrook Cohort Survival Forecast which uses feeder enrollment figures by following and tracking cohorts of students as they progress from one grade to the next, and 2. Dr. Jerome McKibben Population Forecast primarily assesses the impact of factors such as fertility rates, housing patterns, mortality rates, census data, etc. Dr. Ptak suggested to the committee that due to COVID-19 enrollment could change substantially with students moving from private to public schools or vice versa, and as a result, for the next two years, the district

should continue to implement both methods of forecasting.

**Agenda Item #4: Other Topics**

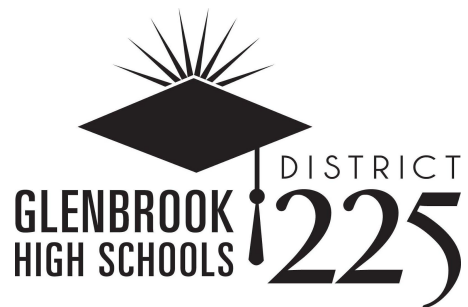
Dr. Gravel shared with the committee that he will present the 2020-21 Committee Meeting Schedules to the Board of Education at the August 10th meeting date. The committee discussed plans for furniture removal and/or placement in keeping in accord with the CDC guidelines of six feet for social distancing. Dr. Gravel shared that the administration is already looking at each and every classroom for the best spatial design and have even procured estimates should the need for PODS or other temporary facilities be needed. Dr. Gravel also informed the committee that safety initiatives are still on track and that specifically the electronic door lock project continues to move forward.

**Agenda Item #5: Adjournment**

The meeting adjourned at 9:14 AM.

The next Finance Committee Meeting TBD.

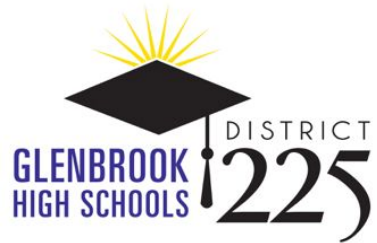




To: Dr. Charles Johns  
Board of Education  
From: Brad Swanson  
Date: August 10, 2020  
Re: Certified FTE Adjustments

This memo serves to request approval from the Board of Education for the following FTE adjustments. Please know that these adjustments are made within the overall FTE building allocations for the 2020-21 school year.

Aimee Wool	Social Studies, GBN	0.6 FTE to 0.4 FTE
Lauren Emmert	Social Studies, GBN	0.2 FTE to 0.4 FTE



**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. R.J. Gravel

**Date:** Monday, August 10, 2020

**Re:** Resolution Authorizing Intervention in Property Tax Assessment Proceedings

**Recommendation**

It is recommended that the Board of Education approve the Resolution Authorizing Intervention in Property Tax Assessment proceedings.

**Background**

Glenbrook High School District 225, in cooperation with our feeder school districts, has taken a proactive stance regarding interceding in commercial requests for assessment reductions. Each year the Board of Education is asked to re-authorize the law firm of Hauser, Izzo, Petrarca, Gleason & Stillman, LLC, as its legal representative to participate in appeal and intervention proceedings with regardings to property tax appeals.

Requests for assessment reductions have two significant impacts on the district. First, reductions in assessments increase the percentage of taxes for all other taxpayers. Second, since approved assessment reductions result in a refund, they cannot be recouped and impact the fiscal year's overall revenue when the Cook County Treasurer's Office processes the refund.

The attached resolution authorizes the law firm of Hauser, Izzo, Petrarca, Gleason & Stillman, LLC, to intervene in new and pending cases, including those cases that may be present in the circuit court. Approval of this resolution allows for intervention into any and all applicable tax assessment proceedings. It authorizes the firm to execute any negotiated settlements consistent with the Board's interests as authorized by the Assistant Superintendent for Business Services / CSBO or Superintendent.

**GLENBROOK HIGH SCHOOL DISTRICT 225  
RESOLUTION AUTHORIZING INTERVENTION IN  
PROPERTY TAX ASSESSMENT PROCEEDINGS**

**WHEREAS**, an owner or owners of certain parcels of real property located within the corporate boundaries of Glenbrook High School District 225, Cook County, Illinois, have filed or are anticipated to file appeals of the assessment of real property for tax year 2011 and succeeding years by the Board of Review of Cook County or with the State of Illinois Property Tax Appeal Board (“PTAB”) or the Cook County Circuit Court, or with the Illinois Department of Revenue; and

**WHEREAS**, at least some of these appeals or complaints will seek changes in the assessed valuation of parcels in excess of \$100,000; and

**WHEREAS**, the Board of Education wishes to intervene in any tax assessment proceedings before the Board of Review, PTAB, Department of Revenue, or the Circuit Court for tax year 2011 and succeeding years for which the Board of Education received notice in order to protect its revenue interest in the assessed valuation of the subject parcels set or to be set by the County Assessor or Board of Review;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of Glenbrook High School District 225, Cook County, Illinois as follows:

**Section 1.** The Board hereby finds that all the recitals contained above are true and correct and that the same are hereby incorporated herein by reference.

**Section 2.** The Board hereby authorizes the law firm of Hauser, Izzo, Petrarca, Gleason & Stillman, LLC, as its legal representative to (1) file, upon the direction of the Board or Administration, Requests to Intervene with the Cook County Board of Review, the PTAB, the Illinois Department of Revenue, or the Circuit Court with respect to any appeal or complaint filed by any and all parties for tax year 2011 and succeeding years relative to any property located within the corporate boundaries of the School District for which a tax appeal or complaint is pending; (2) represent the Board’s interests in that proceeding; and (3) execute any settlements or stipulations in such proceedings that are consistent with the Board’s interests and are authorized by the Assistant Superintendent for Business Services / CSBO or the Superintendent, except that any settlement that exceeds a refund level of \$50,000 is to be authorized by the Board of Education.

**Section 3.** All motions and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

**Section 4.** If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provisions shall not affect any of the other sections, paragraphs, clauses or provisions of this Resolution.

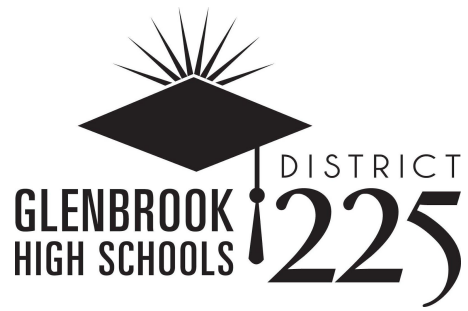
**Section 5.** This Resolution shall be in full force and effect upon its adoption and shall remain in effect until action by this Board to modify or rescind it.

Adopted this 10th day of August 2020.

**BOARD OF EDUCATION  
GLENBROOK HIGH SCHOOL DISTRICT 225  
COOK COUNTY, ILLINOIS**

By: \_\_\_\_\_  
Bruce Doughty  
President

Attest: \_\_\_\_\_  
Rosanne Williamson  
Secretary

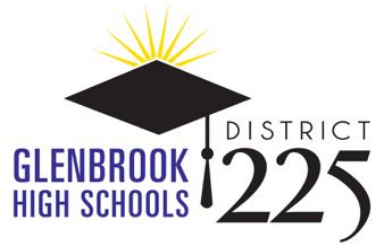


**To:** Dr. Charles Johns  
Board of Education  
**From:** Brad Swanson  
**Date:** August 10, 2020  
**Re:** Retirement Declarations: Certified Staff

The following staff member has announced their intent to retire at the end of the **2019-2020** school year under the Board Policy 6100.

<b>GBS</b>	<b>GBN</b>
Golding, Ann*	NONE

\*On July 30, 2018, the Board of Education approved Ms. Golding's retirement effective on the last day of the 2020-2021 School Year, under Board Policy 6110. Ms. Golding is now requesting a change to her retirement date effective on the last day of the 2019-2020 School Year.



**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. R.J. Gravel

**Date:** Monday, August 10, 2020

**Re:** Resolution Authorizing Permanent Interfund Transfer for Capital Project Purposes

**Recommendation**

It is recommended that the Board of Education approve the Resolution Authorizing Permanent Interfund Transfers for Capital Project Purposes in the amount of \$1,500,000.

**Background**

In the spring, the Board of Education approved several capital projects for completion during the summer of 2020. These projects included roof replacement, carpet replacement, paving work at multiple sites, and the reconfiguration of nurse's office space at both schools. The total expense for these capital projects is approximately \$1,500,000.

As the school district's bond proceeds for capital projects have been exhausted, the school district has transitioned to a pay-as-you-go funding model. Under this model, the school district's capital projects are funded through a one-time purposeful use of fund balance from the Operations and Maintenance Fund (20) to the Capital Projects Fund (60).

While the 2020-21 fiscal year budget includes this transfer, the Board of Education needs to formally approve the transfer through the passing of a resolution. The Business Services team worked with the school district's legal counsel to draft the resolution that follows.

**GLENBROOK HIGH SCHOOL DISTRICT 225  
RESOLUTION AUTHORIZING PERMANENT INTERFUND  
TRANSFER FOR CAPITAL PROJECTS PURPOSES (2020)**

**WHEREAS**, by regulation (23 Ill. Administrative Code 100.50(d)), the Illinois State Board of Education requires that when revenues or other sources of funds are pledged to pay for a capital project or acquisition, the moneys shall be transferred into the Capital Projects Fund;

**WHEREAS**, the Board wishes to authorize expenditures to pay for capital projects using revenues from the Operations and Maintenance Fund;

**NOW, THEREFORE**, Be It Resolved by the Board of Education of Glenbrook High School District 225, Cook County, Illinois, as follows:

**Section 1.** The School District Treasurer is authorized and directed to permanently transfer from the Operations and Maintenance Fund (Fund 20) to the Capital Projects Fund (Fund 60) the sum of One Million Five Hundred Thousand Dollars (\$1,500,000), to be used for District capital project expenditures as authorized by this Board, including but not limited to, the following: roof replacement at Glenbrook South, carpet replacement at Glenbrook North, health office reconfiguring and adjustments at Glenbrook South and North, and paving work at multiple sites.

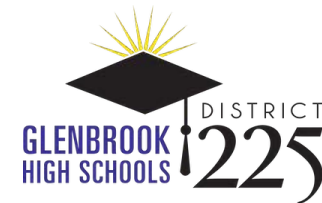
**Section 2.** This resolution shall take effect upon its adoption.

Adopted this 10th day of August, 2020.

**BOARD OF EDUCATION  
GLENBROOK HIGH SCHOOL DISTRICT 225  
COOK COUNTY, ILLINOIS**

By: \_\_\_\_\_  
Bruce Doughty  
President

Attest: \_\_\_\_\_  
Rosanne Williamson  
Secretary



# **Progress Updates**

## **Learning and Operational Plan for the 2020-21 School Year**

Monday, August 10, 2020

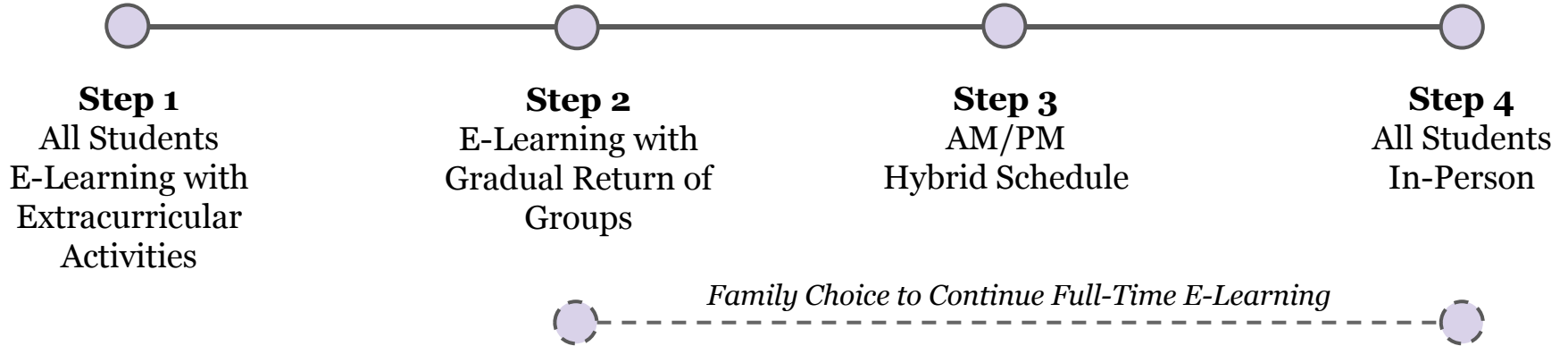


# Our Guiding Principles

1. Maintain the health and safety of all students and staff;
2. Provide meaningful and engaging academic experiences for all students;
3. Address the social and emotional needs of all students;
4. Provide consistency and stability for all students and staff; and
5. Provide continuous professional learning opportunities for staff that address learning needs unique to this time.

# Learning Plan Continuum and Indicators

*We are committed to providing live touchpoints every day for every student with every teacher in every class.*



- Compliance with Cook County Department of Public Health Guidance
- Implemented Contact Tracing Protocol and Measures to Support Contact Tracing
- Implementation of 6 Foot Social Distancing Strategies
- Implemented Cleaning Protocol and Supplies
- Sufficient Inventory/Access to Required PPE
- Sufficient Staff to Provide Supervision (Including Substitute Availability)
- Pedagogical Considerations (Instructional Integrity and Stability for All)

# Advisory Committee Meeting and Membership

- The advisory committee will meet for the first time on Monday, August 17th.
- The committee membership is being finalized, but will include the following representation:
  - Students ( 2 )
  - Parents ( 4 )
  - Employee Groups
    - GEA (2)
    - GESSA (1)
    - GESPA (1)
  - Board of Education (1)
  - Administration (5)
  - Infectious Disease Specialist (1)

# Freshman Orientation Plans



Dear Titan,

Welcome to Glenbrook South High School! You are invited to the Titan Experience, an orientation designed for incoming freshmen and for students who are new to GBS. We are excited to meet all of you and help you navigate through your high school years.

We have developed an in-person program that students will attend in small counselor-specific groups. The groups will adhere to social distancing and face mask guidelines. If you cannot attend the in-person orientation for any reason, prior to the start of school, you will be emailed a link to watch a virtual tour of the building.

All students will participate in a virtual meeting with their counselor on Tuesday, August 18, 2020, from 2:00 pm - 3:00 pm via Zoom. This link will be emailed to you on Monday, August 17, 2020.

We look forward to seeing you soon!

	<p>The Titan Experience</p>	<p>Wednesday August 12, 2020 8:00am - 9:15am at Glenbrook South</p>
<p>Drop-off, check-in, and pick-up at Door O (auditorium)</p>		
<p>Upon entering the building, students will need to self-certify symptoms and have their temperature taken</p>	<p>While on campus you will need to:</p> <ul style="list-style-type: none"> <li>Keep socially distant from others</li> <li>wear a mask indoors at all times</li> </ul>	<p>Tour the School with Peer Group Leaders &amp; Meet Other Freshmen</p>
	<p>Meet Your Counselor Tuesday, August 18 at 2:00pm via Zoom  Link will be emailed</p>	<p>Your counselor is Ms. Carroll</p>

# Peer Group Leader Program



# Summer Band Camp



# Summer Athletic Camps Wrapping-Up



# Summer Athletic Camps Wrapping-Up

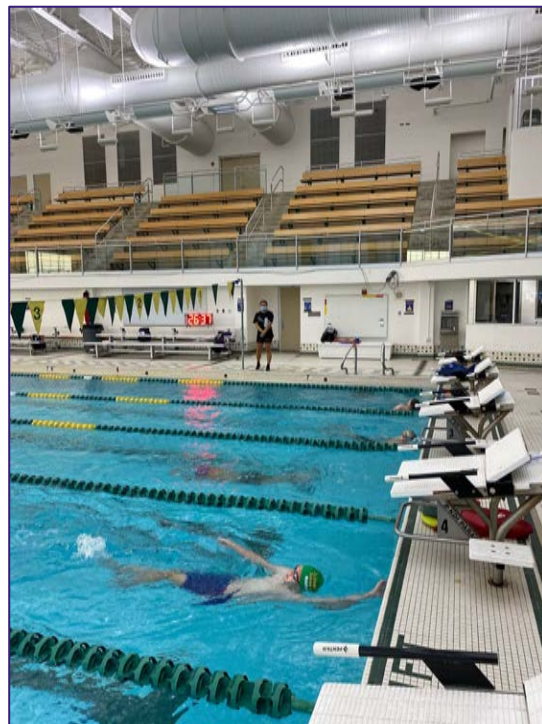




# Summer Athletic Camps Wrapping-Up



# Glenbrook Aquatics Back in Session



# Summer Technology Access Survey



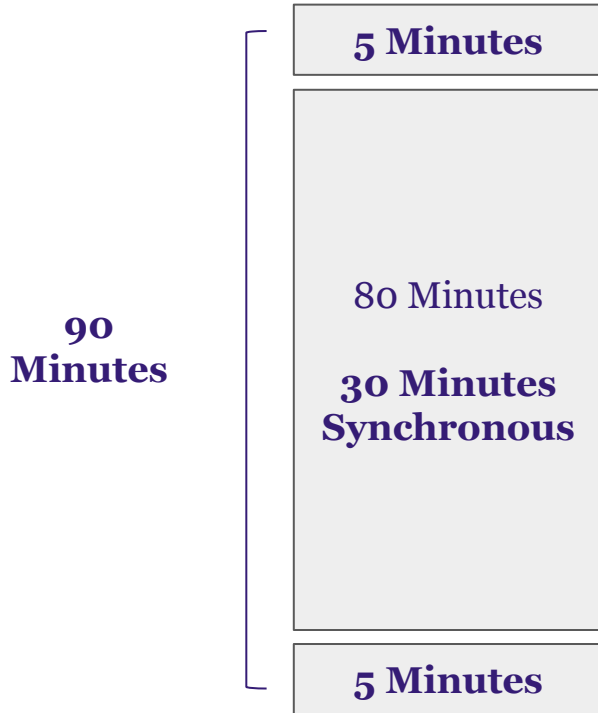
A brief technology survey was included as part of this year's online enrollment verification process. This survey was intended to determine if students have adequate access to technology services at home.

As of Tuesday, August 4th, all but 211 students have completed the survey:

	Yes	No
Do you have a home internet service?	4,976	16
Do you have a smartphone?	4,953	39
Is your student able to connect their Chromebook to WiFi at home to complete their school assignments?	4,964	28

# E-Learning Guidelines

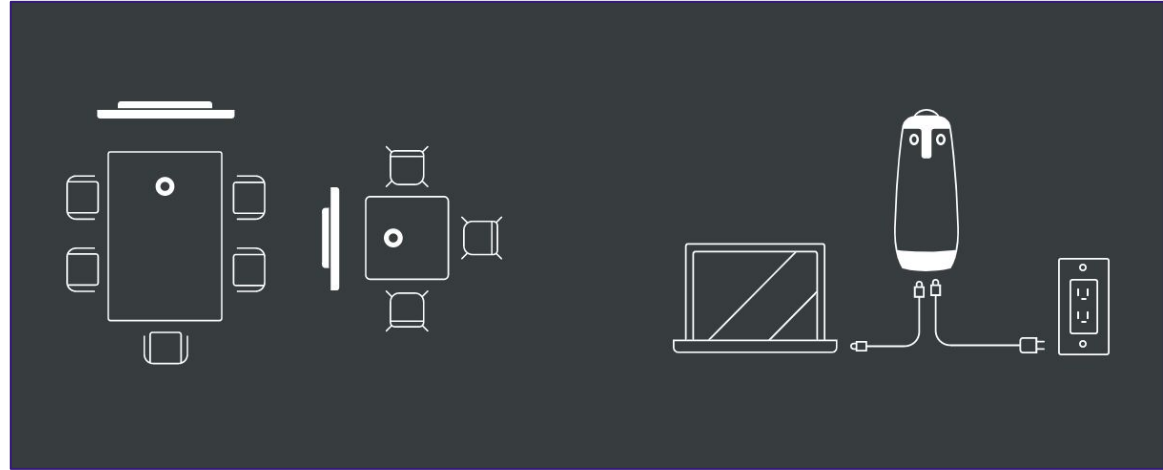
## Sample Schedule\*



- Teacher will be available the entire class time;
- Begin class with a synchronous whole class check-in and set the lesson;
- End class with a synchronous whole class wrap-up and take attendance;
- A minimum of 30 additional synchronous minutes, which may be teacher-facilitated whole group instruction, or breakout groups of students;
- Students and teachers will have their camera activated in Zoom; and
- Assignments, homework, tests, and grades will be assigned as they would normally.

\* Some courses may utilize a modified schedule, based on what is appropriate for the course (e.g., Glenbrook Academy of International Studies). Additionally, the schedule is intended to be flexible based on the activities planned for the class.

# “The Owl”

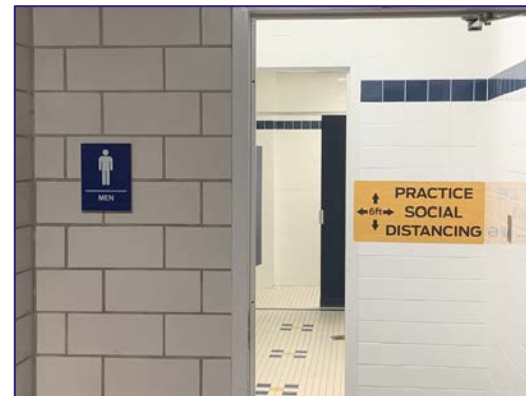
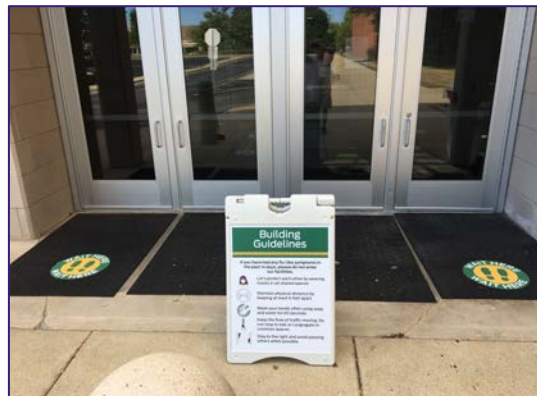


# Staff Accommodation Requests

All Accommodation Requests				
	Total Requests	Work Group FTE	% of Total Requests	% of Work Group with Requests
Certified	153	533	85%	29%
Non-Certified	28	225	15%	12%
All Staff	181	758		24%

	Personal Medical			Family Medical			Child Care		
	Total Requests	% of All Work Group Requests	% of Work Group with Requests	Total Requests	% of All Work Group Requests	% of Work Group with Requests	Total Requests	% of All Work Group Requests	% of Work Group with Requests
Certified	39	25%	7%	29	19%	5%	85	56%	16%
Non-Certified	10	36%	4%	8	29%	4%	10	36%	4%
All Staff	49	27%	6%	37	20%	5%	95	52%	13%

# Social Distancing and Hygiene Practices Signage Installation



# Preparing Classrooms for Social Distancing Guidelines





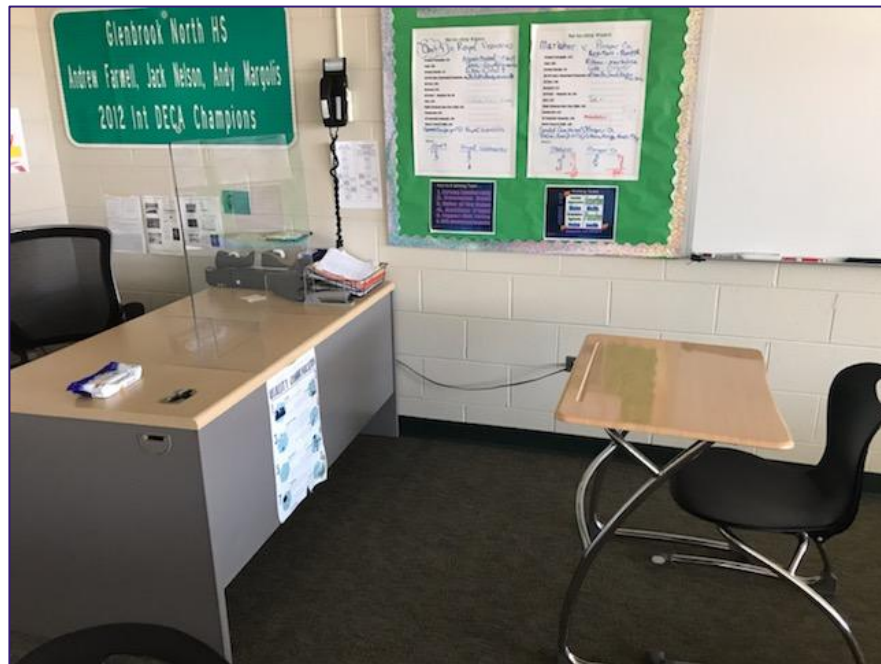
# Preparing Classrooms for Social Distancing Guidelines



# Preparing Classrooms for Social Distancing Guidelines



# Preparing Offices for Social Distancing Guidelines



# Cleaning Protocol

## 3 Tier Approach to Cleaning

Cleaning	Sanitizing	Disinfecting
Removes germs, dirt, and impurities	Lowers the number of germs to a safe level	Kills germs

## Range of Cleaning

- Routine: Cleaning normally completed during normal operations;
- Enhance: Cleaning designed to disinfect commonly touched surfaces to prevent the spread of disease; and
- Deep: Cleaning after a suspected or confirmed case of a disease.

# Cleaning Protocol

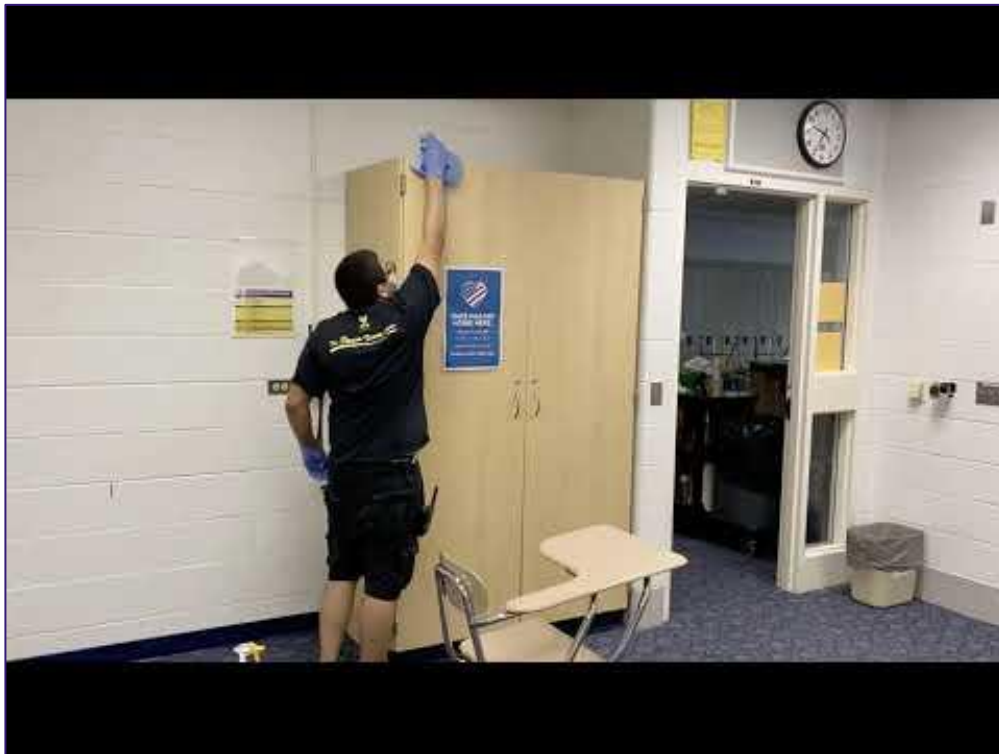
## Application of Cleaning Supplies



## Supply Types

- Routine Cleaning Supplies; and
- Disinfectants for Use Against SARS-VoV-2 (COVID-19) Identified by the EPA as “List N”

# Cleaning Protocol




# Services and User Fee Adjustments

- Our two primary user fees, bus pass and parking permit, have been adjusted to reflect Step 1 (e.g., e-learning) for the first 13 days of the school year.
- All families have been offered the option to sign-up for the bus on a quarter basis, or parking on a semester basis.
- Bus routes will be operated twice per day in Steps 2 and 3, allowing students to be on campus in the AM or PM.
- Should the district remain in Step 1, or transition back to Step 1 during the school year, a prorated refund will be automatically issued to families.

# Health Questionnaire Updates

[Sign Out Instead](#) Have you experienced any of the following? FMP3

**Raoul Gravel**  
ID # 009116  
GBA - Business Services



1. Have you experienced any of the following SYMPTOMS in the past 24 hours:  
Fever (100.4°F or higher), Chills (or shaking chills), Cough, Shortness of breath or difficulty breathing, Fatigue (feeling tired), Muscle or body aches, Headache, New loss or decrease of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea.

2. Have you been diagnosed with COVID-19 in the past 14 days?


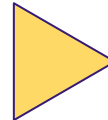
3. Have you been in contact with anyone who has been diagnosed with COVID-19 in the past 14 days?

4. Have you returned from visiting the following states within the last 14 days?  
Alabama, Arizona, Arkansas, California, Florida, Georgia, Idaho, Iowa, Louisiana, Mississippi, Nevada, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, and/or Utah





# Frequently Asked Questions Resource



### Frequently Asked Questions

*This is a live document that will continue to be updated as new information is available. New answers will be highlighted with the date it was updated, for your reference. Please continue to review this document on an ongoing basis.*

- [Overview](#)
- [Academics](#)
- [Procedures](#)
- [Transportation](#)
- [Physical Education \(PE\)](#)
- [Technology](#)
- [Other](#)

Overview

**Q: What will the start of the school year look like on August 19?**

**A:** On July 27, the Board of Education approved the [Learning and Operational Plan](#). Under the plan, all District 225 students and staff will begin the 2020-2021 school year as scheduled on Wednesday, August 19, under an E-Learning format. Please note that this plan, while confirmed, will remain flexible in terms of any additional guidance or mandates from official sources, or a change in the pandemic.

**Q: What options are the district considering?**

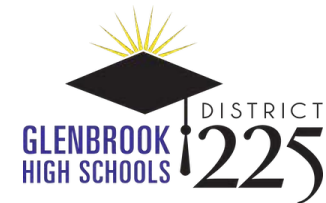
**A:** The district's four-step [Learning and Operational Plan for the 2020-2021 School Year](#) was developed based on insights and feedback collected through surveys, focus groups and personal dialogue with a wide range of District stakeholders, including students, parents, educators and support personnel, as well as research on best practices and creative models implemented locally and nationally.

**Q: We did remote learning in the Spring. What will be different in what we do this Fall?**

**A:** Students will follow a structured schedule with required synchronous learning experiences for part of every class. In addition, new content will be continuously introduced by teachers, assessments will be delivered, grades will count, and attendance will be taken. The E-Learning daily schedule will follow a typical bell schedule. We will also be implementing a social-emotional learning curriculum that is integrated into our physical education and health courses. Teachers will be partnering with counselors, psychologists, or social workers to co-teach lessons on essential topics such as: creating a collective community; building resilience; coping with anxiety, fears, and stress; and accessing resources and supports. We will be implementing additional tiers of support for those students who need such support to be successful.

**Q: What alternatives are available if I don't want to send my child to school?**

**Please continue to submit questions to:**  
[learningplan@glenbrook225.org](mailto:learningplan@glenbrook225.org)



# **Progress Updates**

**Learning and Operational Plan for the  
2020-21 School Year**

Monday, August 10, 2020

**GLENBROOK HIGH SCHOOLS**  
**Office of the Superintendent**  
**Glenview - Northbrook, Illinois**

To: Members of the Board of Education

From: Charles Johns

Re: Committee Appointments and Member Representatives

Date: August 6, 2020

**ED-RED** is a lobbying group that represents our best interests and those of similar districts in the area. There are fall and spring meetings attended by a large number of school board members and superintendents. We traditionally are represented by one board member who has no real commitment, but would represent us should a need arise. There is an opportunity for further involvement on ED-RED committees. The current representative is **Karen Hanley**.

**Facilities Committee** normally meets two to four times per year. The committee reviews proposals and provides direction to the administration in shaping proposals for board consideration. Current representatives are **Pete Glowacki, Sonia Kim** and **Skip Shein**.

**Finance Committee** normally meets twice per year. The committee will help the administration in preparing the tentative budget and reviewing district financial issues and recommendations for consideration by the board. The current representatives are **Bruce Doughty, Karen Hanley** and **Joel Taub**.

**Glenbrook High School Foundation** This foundation requires the participation of one board member and the superintendent who serve as trustees. They actively participate in foundation activities and decision making, but are not allowed to hold office in the organization. The purpose is to serve as a liaison and solidify the connection between the Glenbrook High School Foundation and the District 225 school board. **Karen Hanley** is a current trustee who has served the board in that capacity.

**Illinois Association of School Boards (IASB) Representative** represents the district board at the state level. This position is held by Board President, **Bruce Doughty**.

**Northbrook Community Relations** Meetings are held the first Thursday of each month. The board is currently represented by **Bruce Doughty**.

**Northbrook Economic Development Commission (NEDC)** In the past a District 225 board member served as a representative to the Northbrook Economic Development Commission and is a voting member of that body. Meetings normally are held once a month and are attended by members of the business staff. The best scenario is that the representative would be also a member of the finance committee. **Joel Taub** serves as the board's representative to NEDC.

**NSSSED** Meetings of the Northern Suburban Special Education District are held normally once a month and this board member would be a voting member of the Governing Board of NSSSED and represent our district in all matters regarding the operation of the special education consortium. The position is currently held by **Karen Hanley**.

**Oakton Community College – Alliance for Lifelong Learning** ALL provides adult education for community residents in the surrounding area. A representative from the District 225 Board is one of the Governing Board members to aid in the decision making of this body. The Board is currently represented by **Sonia Kim**. The District 225 superintendent serves as an Executive Board member and will be in attendance at the meeting.

**Spokesperson** **Bruce Doughty**, as president of the Board, serves as the Board's spokesperson.

**Technology Committee** Similar to the Facility and Finance Committees, the Technology Committee meets approximately twice a year to review technology initiatives and helps the administration shape the vision and corresponding budget for technology in the district. The board is currently represented by **Pete Glowacki, Skip Shein and Marcelo Sztainberg**.