



## NOTICE OF SPECIAL MEETING

### **BOARD OF EDUCATION OF NILES TOWNSHIP HIGH SCHOOL DISTRICT 219, COOK COUNTY, ILLINOIS**

**NOTICE IS HEREBY GIVEN** that the undersigned President of the Board of Education of Niles Township High School District 219, Cook County, Illinois, has called a special meeting of the Board of Education to begin at 7:45 p.m. on Thursday, October 13, 2016, at Niles North High School, located at 9800 Lawler Avenue, Skokie, Illinois in Room 1010, Conference Room Main Office. The purposes of the meeting are set forth in the following agenda for the meeting:

1. Call to Order
2. Roll Call and Pledge of Allegiance
3. Welcome
4. Audience to Visitors
5. Approval of Engagement Letter with Robbins Schwartz
6. Closed Session

To discuss 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. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

The purchase or lease of real property for 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.

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.

7. Adjournment

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Mark Sproat, President  
Niles Township High School District 219



Niles Township High Schools

**Date:** October 13, 2016  
**To:** Board of Education  
**From:** Dr. Steven Isoye  
**Subject:** Engagement letter with Robbins Schwartz

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### **Background**

The District is working with two law firms; Hauser Izzo of Oak Brook, and Franczek Radelet of Chicago. The administration recommends that the Board approve the engagement letter with a third firm, Robbins Schwartz. The administration believes it is best to diversify legal services as presented in the document.

### **Motion**

Move to approve the engagement letter with Robbins Schwartz as presented.

# Robbins Schwartz

631 East Boughton Road, Suite 200 | Bolingbrook, IL 60440-3098

**Kenneth M. Florey**  
kflorey@robbins-schwartz.com

October 11, 2016

Dr. Steven Isoye  
Superintendent  
Niles Township High School District 219  
7700 Gross Point Road  
Skokie, IL 60077

**VIA EMAIL**

**Re: Engagement Letter**

Dear Dr. Isoye:

We are honored to respond to your request for an engagement letter. This letter confirms our legal services to Niles Township High School District 219 will begin effective upon signature of this letter. Partner contacts for the District will be Caroline Roselli for student matters, Joe Perkoski for labor/personnel matters, and Ken Florey for business matters.

We bill on a monthly basis and payments are due within thirty (30) days after receipt of the invoice. The statement for services rendered will include expenses incurred for photocopying, legal research, travel fees and all out-of-pocket costs. Our hourly rates for legal fees range from \$250 for partners to \$205 for associates depending on which attorney is working on a file. We bill paralegals at \$140 per hour. Third party expenses over \$500, if any, including expert consultants and court reporters, will be forwarded to you for direct payment. All of our invoices are detailed as to the date the service was rendered and an explanation of the work activity performed. While we endeavor to make each time entry clearly understandable, we always welcome any inquiries you may have about a billing matter.

Our firm works at the pleasure of the District and the District can terminate our services at any time and only pay us for legal services performed as of the date of termination.

Should any question arise as to the status of any pending or new legal matter, please do not hesitate to call or e-mail me. My colleagues and I look forward to working with Niles Township High School District 219.

Please acknowledge acceptance of this fee arrangement and your Agreement of the above terms by signing a copy of this letter.

Very truly yours,

**ROBBINS SCHWARTZ**

By: Kenneth M. Florey

KMF/jlm

cc: Joseph Perkoski

# Robbins Schwartz

I have read the above Engagement Letter and agree and accept all of the terms and conditions as set forth therein.

Dated: \_\_\_\_\_

Name: \_\_\_\_\_  
Steven Isoye, Superintendent Niles Township High School District 219