

**Minutes of the Committee of the Whole and Business Meeting of the
Board of Education of Hawthorn Community Consolidated District Number 73, Lake County, Illinois
conducted remotely per Executive Order 2020-07 in response to COVID-19.**

7:00 p.m. on the 10th day of September, 2020

CALL TO ORDER

President Robin Cleek called the Committee of the Whole Meeting to order at 7:00p.m.

ROLL CALL

Board Secretary George Fievet called attendance, the following members attended remotely, Joel Finfer, George Fievet, Victoria Helander-Heiser, Sonali Patil, Wesley Polen, Matt Jacobs and Robin Cleek. Also attending remotely were Asst. Supt. of Business & Finance LeeAnn Taylor, Asst. Supt. of Teaching, Learning & Innovation Allison Stein, Asst. Supt. for Human Resources Adam Palmer & Director of Student Services Renee Ullberg. Superintendent Dr. Pete Hannigan was present at the District Office.

RECOGNITION – The IASB has recognized two School Board members for advancing their level of expertise. School Board Member Dr. Sonali Patil has earned Master Board Member Level 2 and Vice President Wesley Polen has earned Master Board Member Level 1; congratulations to both of them. In addition, School Board President Robin Cleek recognized Staff, Paraprofessionals, Administrators, Teachers and also the parents for all of their time spent preparing for remote learning, most of the feedback has been positive.

PUBLIC COMMENT – No public comment was emailed in.

SUPERINTENDENT'S REPORT – Dr. Hannigan thanked parents, staff and students for all of their efforts leading up to the start of the school year. The district has been in contact with the IDPH and ISBE to determine when in-person learning may be starting. Another meeting is scheduled for Wednesday with the Lake County Dept. of Health. On September 24th there will be additional information on the metric dashboard and the threshold for bringing students back to the buildings. Last year we started the strategic planning process with Dr. Dennis King and created a draft mission statement. We have met with Dr. King this year and are starting to continue with this process; Dr. Maturo will be contacting those who had participated last year. We have had the first virtual PTO meeting of this school year, it is now open for the community to register for the virtual Hawthorn Hustle. Lastly, the Key to 73 Foundation recently met and they are looking for additional opportunities to raise money for students and staff.

BOARD REPORTS:

PRESIDENT'S REPORT – President Robin Cleek reminded the Board that the IASB fall division meeting will be held virtually on October 14th. The GLMV Chamber of Commerce meets regularly if School Board Members are interested in joining. August 24th was the ribbon cutting ceremony for the Hawthorn School for Young Learners, in attendance were representatives from the Village, State and the County. Discussion ensued on creating a monthly publication to educate the community about the School Board and their duties and roles.

ED-RED – Vickey Helander-Heiser stated that September 11th will be ED-RED's kickoff retreat for the year. Various issues will be discussed that are impacting the Northshore districts, COVID-19 is paramount at present, but so is equity. They will be discussing best practices of districts to address diversity. She will bring back feedback from other districts for Hawthorn in that regard.

SEDOL – Matt Jacobs confirmed that the next SEDOL meeting will be in November or early December, so his next report will be after their next meeting.

SITE AND FACILITIES REPORT – Asst. Supt. of Business & Finance LeeAnn Taylor reported that the Subcommittee met last week. Dr. Patil and Joel Finfer are the attending Board Members. The majority of the time was utilized discussing cleaning contracts and this will be brought forth at the next board meeting. A few items that need attention are: The state mandate on minimum wage for custodians, the work week and equipment. We are still analyzing the figures. Regarding construction, occupancy has been granted to the School for Young Learners, small items are still being completed. At Middle School North, most of the work is done, it is coming along. Elementary South is in the planning stages and they would like to go out to bid before December. In addition, the expectation of

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what “clean” is has changed. The use of disinfectant has increased 60 to 70% and this will hopefully reduce the spread of the usual viruses, which would be better for students and staff.

ADJOURNMENT – Joel Finfer made a motion to adjourn the Committee of the Whole meeting, seconded by Wesley Polen; C/oW meeting adjourned at 7:34 p.m. **All in favor.**

REGULAR BUSINESS MEETING

CALL TO ORDER – Robin Cleek called the Regular Business Meeting to order at 7:35 p.m.

ROLL CALL – George Fievet, called attendance with the following Board of Education members attending remotely: Joel Finfer, Sonali Patil, Wesley Polen, Matt Jacobs, George Fievet, Victoria Helander-Heiser and Robin Cleek. Also attending remotely were Asst. Supt. of Business & Finance LeeAnn Taylor, Asst. Supt. of Teaching, Learning & Innovation Allison Stein, Asst. Supt. for Human Resources Adam Palmer & Director of Student Services Renee Ullberg. Superintendent Dr. Pete Hannigan was present at the District Office.

PUBLIC COMMENT – No additional public comment was emailed in during the business meeting.

CONSENT AGENDA:

- 7.1 Board Meeting Minutes, 8/13/20
- 7.2 Special Meeting Minutes, 8/26/20
- 7.4 Closed Meeting Minutes, 8/13/20
- 7.5 Closed Meeting Minutes, 8/26/20
- 7.6 Personnel Report

New Hires: Lisa Day Enrichment DL, Cara Giron LA MSS, Nichole Kelso LBS1 MN, Kelly Kleppin PE Aspen, Kellie Meyer SLP ES, Abby Novak 1st Grade Townline, Krystian Krzyzak IA DL.

Resignations: Julia Biagiarelli LBS1 MS, Charlene Medina School Psychologist DL/Townline, Stephanie Rehani SLP DL, Sarai Tapia LBS1 DL, Cristen Bloom IA MSS, Shelley Jaffe IA DL, Lori Perry IA MSN, Jessica Ramos L/R ES.

Leave of Absence: Natalie Worden 5th Grade Teacher ES, Jennifer Morrow 1st Grade Teacher TL, Mayra Lanuza Administrative Assistant DO.

Retirements: Christine Hedy Instructional Assistant MS, 6/1/2021.

RECOMMENDED MOTION: Joel Finfer moved that the Board of Education approve the **Consent Agenda** as presented, George Fievet seconded the motion.

Roll Call Vote: Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

Motion carried: 7 ayes; 0 nays

Explanation of Action Items:

Asst. Supt. of Business & Finance LeeAnn Taylor reviewed the process for the approval of the budget calendar in September of 2019 and summarized the process through the school year. She highlighted the points for the property tax collection of 99% to forecast levy revenue projections. There is no new Tier funding under P.A. 101-0637. The budgeted lunch program was cut by 40%. Student fees are budgeted at 80% of actual prior year. Federal grants are budgeted flat. Regarding the new budget calendar the process starts over for the next school year. In November the levy will be presented and the authorization requested. The Chromebook order

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was delayed so some HP products needed to be ordered, there was an increased cost of about \$5,500 per year for this.

Dr. Hannigan explained that the final matter before the Board is an agreement to resolve an issue with the District's former superintendent Sue Zook related to a post-retirement health insurance benefit. The agreement makes clear that the District is not at fault, and that the agreement is designed to provide a complete resolution of the matter for the District and Dr. Zook.

ACTION ITEMS:

8.1 PRESS Issue 103

MOTION: Joel Finfer moved that the Board of Education approve the PRESS Issue 103 as presented; Wesley Polen seconded the motion.

Roll Call Vote: Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

Motion carried: 7 ayes; 0 nays

8.2 Final 2020/2021 District Budget Adoption

MOTION: Sonali Patil moved that the Board of Education approve the Final 2020/2021 District Budget Adoption; Joel Finfer seconded the motion.

Roll Call Vote: Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

Motion carried: 7 ayes; 0 nays

8.3 Approval of the 2021/2022 Budget calendar and authorize persons to work on the 2021/2022 Budget.

MOTION: Joel Finfer moved that the Board of Education approve the 2021/2022 Budget calendar and authorize persons to work on the 2021/2022 Budget; Wesley Polen seconded the motion.

Roll Call Vote: Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

Motion carried: 7 ayes; 0 nays

8.4 Revised American Capital Lease

MOTION: Joel Finfer moved that the Board of Education approve the Revised American Capital Lease; Wesley Polen seconded the motion.

Roll Call Vote: Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

Motion carried: 7 ayes; 0 nays

8.5 Approval of Settlement Agreement with Former District Employee

MOTION: Joel Finfer moved that the Board of Education approve the execution of an agreement with Sue Zook to resolve issues related to a post-retirement health insurance benefit based on the terms reviewed by the Board in closed session; George Fievet seconded the motion.

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Roll Call Vote: Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

Motion carried: 7 ayes; 0 nays

GENERAL INFORMATION:

1. Enrollment
2. FOIA Log, Dr. Hannigan reported that there were 2 FOIA requests that were responded to as identified in Section 9.2 of the Board agenda.
3. Board Email Log
4. Media Clips

TOPICS FOR FUTURE DISCUSSION: A question was raised as to why we have two meetings in one evening? Originally it was advised by district attorneys. The procedure will be re-evaluated and a response will be forthcoming.

ADJOURN TO CLOSED – Pursuant to 5 ILCS Robin Cleek *made a motion to adjourn to CLOSED SESSION for the purposes of:*

Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11).; *seconded by Wesley Polen, meeting adjourned to closed session at 7:56 p.m.* All in favor.

With no further business to discuss the open meeting was adjourned immediately following adjournment of the closed session at 9:46 p.m.

Respectfully submitted,
Bobbi Elftmann

Robin Cleek, President

George Fievet, Secretary

Date Minutes Approved: _____