

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

7:00 p.m. on the 15th day of October, 2020

CALL TO ORDER

President Robin Cleek called the Board of Education meeting to order at 7:00 p.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 & Director of Instructional Technology John Reid. Superintendent Dr. Pete Hannigan was present at the District Office.

RECOGNITION

President Robin Cleek recognized the staff, students, parents and community members. The feedback has been mostly positive, the school board thanks everyone for their support and patience during remote learning.

PUBLIC COMMENT

The Superintendent's assistant read the public comments into the record.

Alma Miranda, 8 Altoona Court, Vernon Hills
John Hetzel, 110 Birmingham Place, Vernon Hills
Emily Coronado, 10 Bedford Drive, Vernon Hills
Jiniya Chandra, 448 E Baytree Circle, Vernon Hills
Gwen Janzen, 269 Danbury Court, Vernon Hills
Kimberly Burrell, 247 Nita Lane, Libertyville
Eugene & Larisa Kaykov, 280 Huron Street, Vernon Hills
Liz Peterson, 304 Evergreen Court, Libertyville
Katie Zagor, 566 Haddon Circle, Vernon Hills
Beth Kurcz, 419 Thornapple Lane, Libertyville

ANNOUNCEMENTS

Vice President Wesley Polen highlighted the October 6th Village of Vernon Hills Public Hearing for the TIF related to the Hawthorn Mall. Several Board members were in attendance as well as Superintendent Dr. Hannigan. She reviewed the statement that was read during their hearing, explaining that the School Board carefully examined the TIF that was proposed. They have reached a mutually satisfactory agreement with the Village on the proposed TIF district and look forward to finalizing the Intergovernmental Agreement (IGA). Over the next 23 years, we will look for opportunities for the Village to declare surplus beyond what is required in the IGA & to potentially remove parcels early from the TIF district. District 73 appreciates our partnership with the Village of Vernon Hills, we believe that we have a strong agreement that supports the economic development of the village while providing the necessary resources to educate our students.

PRESENTATIONS

D73 Return to Learning Update: Dr. Hannigan thanked the community for their support, patience and cooperation while we continue remote learning. All decisions being made to return to in-person learning prioritize the health and safety of our students and staff following guidance from the ISBE, the IDPH and the CDC. We have been working on plans to return to in-person learning since April, there are over 30 members on the Return to Learning committee and under that there are 3 subcommittees which are: Health & Wellness, Teaching & Learning and Social Distancing; in addition, every building has a committee to ensure implementation of the Return to Learning committee. While adhering to the guidance of the IDPH, ISBE & CDC we are preparing for multiple scenarios and continuing to prioritize health and safety to ensure a smooth transition back to in-person learning for students and staff. We anticipate that a 100% return to learning will not occur until there is broad access to a safe and effective vaccine, a highly effective treatment and no new cases over a sustained period as outlined in Phase 5 of the Restore Illinois Plan. We will need to be prepared to move back and forth between remote, hybrid and in-person learning based on local health conditions and staffing availability. For the next phase planning, all decisions are being made in

October 15, 2020

consultation with the Health Dept. For more information, please see the full presentation posted on our website at: www.hawthorn73.org/school-board/board-presentations.

DISCUSSION ITEMS

Legat, Design Development Updates for Elementary School South: Ted Haug from Legat reviewed and explained the current status of the architectural designs for the addition at Elementary South school. One of the alternative designs will be too costly, so some modifications are being made to it which affect the nurses area, main entrance and administration areas in order to best realize some of the benefits designed into that main alternative plan.

2020 Tax Levy: CSBO LeeAnn Taylor explained that the tax levy is the ask to the county for our expected annual expenses, in the spring we received their response. There will be a public hearing for the tax levy at the next Board of Education meeting on November 12th and the resolution will be presented to the School Board for their approval on December 10th.

Lakeside Contract Amendment: LeeAnn Taylor summarized the amended contract from Lakeside, this is due to the shut down of school buses due to COVID-19. The amendment delineates the percentage of the contract to be paid while we are in remote learning as well as what the rate will be as we operate on a hybrid learning basis. Our legal counsel has reviewed the changes and this will be presented to the School Board for approval at the next meeting.

Policy PRESS Issue 105: Vice President Wesley Polen discussed and summarized the subcommittee policy meeting covering recent policy updates. There are Title IX regulation updates to the policies that it affects. There were 10 policy changes in this issue.

2:260, Uniform Grievance Procedure

2:265, Title IX Sexual harassment Grievance Procedure

5:10, Equal Employment Opportunity and Minority Recruitment

5:20, Workplace Harassment Prohibited

5:100, Staff Development Program (add item 16 to training requirements to include Title IX)

5:220, Substitute Teachers, allowed limit of work days increased to 120

5:330, Sick Days, holidays and leaves (holding until November, reviewing with HR & Legal)

7:10, Equal Educational Opportunities

7:20, Harassment of Students Prohibited

7:180, Prevention of and Response to Bullying, Intimidation, and Harassment

7:185, Teen Dating Violence Prohibited

Policy 8:30, Visitors to and Conduct on School Property: Our legal counsel has reviewed and updated this policy to rename it and the policy now includes technology use in the district in addition to behavior and / or harassment to our students and staff.

SUPERINTENDENT'S REPORT

Dr. Hannigan indicated that the first Superintendent's Communication Council met this afternoon, it was a good opportunity to go over the goals of the council and connect with each school. We heard about achievements and celebrations from the schools. We went over how to best meet the needs of the families and community in the district and earlier in the day we had reviewed questions from them. The responses will go out to them next week, it was a great opportunity to foster two-way communication.

October 15, 2020

MAP testing has been completed, on November 12th we will present the assessment review for the School Board as well as the cultural assessment results.

October 9th was our Teacher Institute day and we focused on Bridges training, PLC's and formative assessments, the last component was focused on professional development with respect to the remote learning environment.

At the last meeting a future topic was requested and we will share the Recruiting and Hiring Protocol presentation on December 10th.

Finally, as Vice President Wes Polen mentioned, the Village Board had their public hearing regarding the Hawthorn Mall TIF, our legal counsel Ares Dalianis is working with the Village's legal counsel on the IGA and once completed, it will be presented to the School Board for their approval.

PRESIDENT'S SUPERINTENDENT'S REPORT

We need to register someone as our delegate for the annual IASB delegate assembly. The virtual Triple I Summit will be held on November 20th, please let her know if anyone wants to register. At the Lake Division meeting, IASB discussed the necessity for school districts to adhere to the guidance of the IDPH, ISBE and CDC regarding the pandemic.

At the last meeting we had discussed social media local examples and the School Board agreement for social media use. It was decided to discuss this further at the next meeting.

ED-RED REPORT

Victoria Helander-Heiser indicated that the meeting did form the committees that were discussed previously at their kick-off meeting. Everything will be hinging on the election and things will begin to pick up at that time.

SEDOL REPORT

Matt Jacobs stated that the next SEDOL meeting will be on December 2nd.

SITE & FACILITIES COMMITTEE REPORT

Joel Finfer reported that details shared in Ted Haug's presentation were discussed for Elementary South. GSF contract changes that will allow for cleaner buildings; this will help reduce absences for students and staff. Sonali Patil said that the Hawthorn School for Young Learners are still completing items on their punch list, we want to make sure that all of those items have been completed before students come into the building. For Middle North school, the parking lots will be cleared and opened so that it is ready for students, parents, staff and buses. Also we have been discussing how to ensure that the gate at the Victory center will be open during snow plow removal; Mike Labbe confirmed that it is being taken care of.

CONSENT AGENDA:

- 5.1 Board Meeting Minutes, 9/24/20
- 5.2 Closed Meeting Minutes, 9/24/20
- 5.3 Expenditure Report, October 2020
- 5.4 AM EX Report, September 2020
- 5.5 Kindergarten Center Cost Log, October 2020
- 5.6 Personnel Report

Change of Status: 1

Resignations: 1

Leave of Absence: 4

October 15, 2020

Change of Status: Mary Sas Accounts Specialist DO; Resignation: Teresa Munch Instructional Assistant EN; LOA: Elizabeth Parker 5th Grade Teacher ES; Christina Bushala 5th Grade Teacher EN; Cathy Neuman 7th Grade Science MN; Nina Stair Office Clerk ES.

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

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

LeeAnn Taylor discussed the Business Department items included on the agenda: The District is in its second year of a contract with GSF. Among the changes being discussed were: Increasing the minimum wage, adding 5 hours to the current 35-hour work week for evening staff, purchasing industry standard equipment, coordinating with GSF leadership to have staff on-site during winter and spring break as needed. The Amended FY22 Budget Calendar includes adjustments due to remote learning. The district received 7 bids in response to the annual paper bid in April of 2020. At that time, the bid was not presented to the board for approval as it was difficult to estimate needs for paper due to the remote learning. The low bidder, Midland Paper, will honor the price of \$23.63 per case.

ACTION ITEMS:

8.1 Policy PRESS Issue 104

MOTION: Joel Finfer moved that the Board of Education approve policy **PRESS Issue 104** 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 GSF Contract Amendment

MOTION: Joel Finfer moved that the Board of Education approve the **GSF Contract Amendment**; Sonali Patil 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 Amended FY22 Budget Calendar

MOTION: George Fievet moved that the Board of Education approve the **Amended FY22 Budget Calendar**; Wesley Polen seconded the motion.

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

October 15, 2020

Motion carried: 7 ayes; 0 nays

8.4 Approval of the 2020 Paper Bid

MOTION: Joel Finfer moved that the Board of Education approve the **2020 Paper Bid**; 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 the Early Childhood, Pre-K Self-Contained, Special Education Hybrid Model

MOTION: Matt Jacobs moved that the Board of Education approve the **Early Childhood, Pre-K Self-Contained, Special Education Hybrid Model**; Sonali Patil seconded the motion.

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

Motion carried: 5 ayes; 2 nays

GENERAL INFORMATION:

1. Enrollment
2. FOIA Log, Dr. Hannigan reported that there were not any FOIA requests received since the last board meeting, as identified in Section 9.2 of the Board agenda.
3. Board Email Log
4. Media Clips

TOPICS FOR FUTURE DISCUSSION

At the November 12th meeting, it was requested that we review specific information for what the opt-in to in-person learning is, so that parents know what it entails.

It was discussed whether or not we would have a Q & A for potential School Board candidates before petitions need to be filed. The School Board discussed it and it was determined that there has not been enough attendance to hold a zoom session for it, anyone looking for information is welcome to ask the School Board.

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

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District 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. 5 ILCS 120/2(c)(1), amended by P.A. 101-459; seconded by George Fievet, meeting adjourned to closed session at 9:53 p.m.
Roll call vote.

Motion carried: 7 ayes; 0 nays

With no further business to discuss the open meeting was adjourned immediately following adjournment of the closed session at 10:25 p.m.

Board of Education Meeting

October 15, 2020

Respectfully submitted,
Bobbi Elftmann

DocuSigned by:

Robin Cleek

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Robin Cleek, President

DocuSigned by:

George Fievet

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George Fievet, Secretary

Date Minutes Approved: 11/12/20