

Minutes of the Regular Board of Education Meeting of Hawthorn Community Consolidated District #73, Lake County, Illinois conducted In-Person in accordance with Tier 3 Mitigation Requirements imposed through Executive Order 2020-73—reissued by Executive Order 2020-74
Meeting Location: Vernon Hills Village Hall, 290 Evergreen Drive, Vernon Hills, IL 60061

7:00 p.m. on the 25th day of February, 2021

CALL TO ORDER

President Robin Cleek called the Board of Education meeting to order at 7:00 p.m. Those present recited the Pledge of Allegiance.

ROLL CALL

The Board Secretary called attendance and the following members attended in person: Joel Finfer, George Fievet, Victoria Helander-Heiser, Sonali Patil, Wesley Polen, Matt Jacobs and Robin Cleek. Also in attendance were the Asst. Supt. of Business & Finance LeeAnn Taylor, Asst. Supt. of Teaching, Learning & Innovation Allison Stein, Asst. Supt. for Human Resources Adam Palmer and Superintendent Dr. Pete Hannigan.

PRESENTATION –

Review of Updated CDC Guidelines Superintendent Dr. Hannigan shared with the Board of Education the updated CDC guidance that was released on February 12, 2021. It reiterates layering mitigation strategies which are; correct use of masks, hand washing/respiratory etiquette, physical distancing, cleaning and contact tracing which can prevent the spread of COVID-19 and support the successful reopening of schools. The LCHD has adopted the CDC's updated guidance and it is reflected on the Lake County Health Departments website. Dr. Hannigan reviewed the guidelines as identified by the Illinois State Board of Education (ISBE) and the Illinois Dept. of Health (IDPH). He also shared that more than 90% of Hawthorn Staff participated in the Hawthorn vaccination clinic and received their second dose on Saturday, February 20.

Dr. Hannigan shared with the Board of Education legal advice from Robbins Schwartz related to the interpretation of *six feet to the extent possible*. The complete document will be uploaded to the website with all other Return to Learning documents the District has shared publicly to date. www.hawthorn73.org

Dr. Hannigan shared the District's internal COVID-19 dashboard data. He reported that we have been fortunate to have no one, student or staff, report a positive COVID-19 case since the start of hybrid learning on February 1 and students have greatly benefited from the safe reopening of our buildings.

With mitigation efforts now firmly in place, and after nearly a month of hybrid instruction, for students who are currently enrolled for on-site instruction, the District is working toward increasing students' time on-site from two to four days each week.

Lincoln: Monday, Tuesday, Wednesday and Friday

K-8: Monday, Tuesday, Thursday and Friday

The shift may require some changes to classroom set-up and building procedures.

All plan details will be finalized by Wednesday, March 3 at which time the District will communicate with staff and families.

In order to prepare for these adjustments related to learning space and procedures, we are planning a Remote Planning Day for all staff on Wednesday, March 10. Wednesday, March 10 will be a student non-attendance day. The District chose a Wednesday as to not disrupt opportunities for in-person learning. This will be considered the fifth and final remote planning day the State of Illinois afforded the District for the 2020-2021 school year.

Tentatively the District has targeted Monday, March 15 as the start of Hybrid plus for students currently registered for in-person instruction. Families that want to stay with the current two day model should communicate directly with their respective building administrator.

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Additionally, during the week of March 29, the District will survey families with respect to the fall of 2021. The information gleaned from the survey results will help the District plan for staffing assignments, as well as the allocation of classroom and other learning spaces. There are many variables we will need to consider including guidance from ISBE and IDPH. As the district plans for our return to onsite instruction for the fall of 2021 the work will be guided by four factors:

1. We will make every effort to provide a five day a week option to students, as well as a full remote option.
2. Many staff are vaccinated.
3. Masks will be required when we start school in the fall.
4. There will be an option to make a switch between in-person and remote learning halfway through the school year.

Our target date to finalize the Fall 2021 reopening plan will be during the May 13 Board of Education meeting. Following the May 13 meeting, the District will require families to register in PowerSchool for either in-person instruction or remote instruction.

ANNOUNCEMENTS – The HEA will be hosting a Board of Education Candidate forum on March 18th at 7pm, the plan is to record and livestream it for public viewing, additional details will follow. The next Board of Education meeting will be on March 11th and early voting starts on Friday, March 12th.

PUBLIC COMMENT

Will Callinan, 626 Sycamore Street, Vernon Hills.
Lauren Callinan, 626 Sycamore Street, Vernon Hills
William Hicks, 1834 Royal Birkdale Drive, Vernon Hills
Ryan Greenfield, 501 Sycamore Street, Vernon Hills
Jessica Kruswicki, 143 Depot Street, Vernon Hills
Tara Anderson, 284 Noble Circle, Vernon Hills
Kosha Kamani, 1208 Ridgewood Court, Vernon Hills
Mike Murphy, 340 Chesterfield, Vernon Hills
Dorothy Wozniak, 720 Telluride Court, Vernon Hills
Kevin Cohen, 111 Depot Street, Vernon Hills
Ted Briefnick, 1733 St. Andrew, Vernon Hills
Hilary Rogan, 26 Montauk Lane, Vernon Hills

In addition, one public comment was emailed in and will be attached to the meeting minutes.

DISCUSSION TOPICS

D73 Mission, Vision, Commitments and Goals Dr. Hannigan explained that one of the top priorities for the 2020-2021 school year was to create a committee and establish a process to develop and recommend goals for the District 73 Learning Community. The committee reviewed the District's mission, created a new vision, developed collective commitments and recommended District goals. The committee members consisted of members of the Board of Education, Parents and Community Members, Licensed Staff, Support Staff, Administrators and Students. The meetings started in February 2020 but were postponed due to Covid-19 and re-convened in October of 2020. The District 73 Mission and Motto are:

It is the mission of Hawthorn Community Consolidated School District 73 to ensure learning for all.
Learning for All; Every One, Every Day

The presentation reviews the outcome of the committee as it relates to the District's vision, collective commitments and the action plan for district achievement and growth. For more information, please see the presentation available on our website at: <https://www.hawthorn73.org/>.

2021-2022 Staffing Plan The Assistant Superintendent of Human Resources Mr. Adam Palmer thanked Dr. Abrego and Mrs. Ullberg as well as the building administrators for their input. The District 73 goals that were taken into consideration were: Student Achievement, Learning Environment, Professional Environment and Resources. For more information, please see the presentation available on our website at: <https://www.hawthorn73.org/>.

Adam explained the process of reviewing enrollment trends and current staffing levels, they worked to identify staffing adjustments based upon the approved staffing plan. The open positions for the upcoming school year were identified and posted. Additional factors to consider were: the Return to Learning guidance, the impact of the Covid-19 pandemic on students, staffing reallocations and recommendations.

School Year 2021-2022 Student Fees The Assistant Superintendent of Business & Finance LeeAnn Taylor recommended two changes in our fees that are in-line with neighboring districts and taking into consideration recent changes due to the on-going pandemic. The technology fee is recommended to be set at \$75.00 for Pre-K through 8th grade, that keeps us in the mid-range. The second fee adjustment is the Band and Orchestra fee, it is recommended to lower that fee to bring it more into range of our neighboring districts. In addition, at this time we usually re-visit the student lunch fees, but due to the on-going pandemic we currently cannot have that conversation. Lastly, the fee adjustments above will be presented for approval at the March 11th Board of Education meeting.

Policy Updates, PRESS Issue 106 Vice President Wesley Polen reviewed recent School Board policy changes that were recommended in the latest issue. It is a smaller policy update memo, the next issue is expected to be a larger update. The first two policy updates: 4:80 and 4:90 relate to the audit with policy 7:325 cross referenced. They have been updated to differentiate between student activity funds and those funds received as donations. The CSBO indicated that we will be updating this throughout the district. Policy 6:340 is being updated for improvements and changes regarding student testing. 7:100, is updated to prevent any school districts from withholding a child's report card, (see PRESS Memo 106). Policy 7:300 is updated due to a five-year review.

4:80, Accounting and Audits

4:90, Student Activity and Fiduciary Funds

6:340, Student Testing and Assessment Program

7:100, Health, Eye and Dental Examinations; Immunizations; and Exclusion of Students

7:300, Extracurricular Athletics

7:325, Student Fundraising Activities.

SUPERINTENDENT'S REPORT – Dr. Hannigan shared our mid-year update in regards to the MAP Assessment results. This is one of the driving forces behind our school improvement process, we had a 90-day SIP presentation based on the fall data and now the winter data is available. Our school leadership team is preparing to present the mid-year update to Central Administration in the next couple of weeks. They will analyze the data, develop their action plan, make mid-year adjustments and present their plan. Last Fall we had 96.8% of our students take the reading test and 97.3% take the math test. In Winter it was 98.4% for reading and 98.4% took math assessments. The winter reading MAP scores were compared showing: 84% for winter 2019, 84.1% in winter 2020 and 83% in winter 2021.

The Math MAP scores longitudinal data reported: 87.1% in winter 2019, 90% for winter 2020 and 88.1% in winter 2021. Student growth percentages were also reviewed for reading and math. After the spring assessment we will develop the action plan for the 2021-2022 school year.

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PRESIDENT'S REPORT – President Robin Cleek reached out to local elected officials, she explained our demographic to Senator Adriane Johnson and how upcoming legislation will impact our district. The Senator did offer to meet with the Board of Education to share information, we could do this with either the existing or the incoming Board. Also the Lake Division virtual meeting is coming up on March 10th, please contact Bobbi to register for the meeting if you are interested.

ED-RED REPORT – Victoria Helander-Heiser reported that they are in the midst of a transition, there are seats open and they are looking for a new Executive Director. During the Fall Summit there were 21 Legislators in attendance, which was in part due to the ability to meet virtually; it is expected that ED-RED will continue with virtual meetings in the future.

SEDOL REPORT – Matt Jacobs indicated that the next SEDOL meeting will be in March.

KEY to 73 REPORT – George Fievet stated that the foundation met on February 15th to discuss past fundraising activities and future planning for funding innovative programs that enrich the existing education experience for students at Hawthorn School District 73. As a reminder the foundation donated \$18,000 in 19/20 to purchase internet hotspots for families to use and the foundation has continued this in the 2021 school year, they currently have raised \$21,000 so far to be used for equitable educational opportunities at Hawthorn. If you wish to donate you may do so via the Key to 73 link on the district website. There is planning underway for a golf outing at White Deer Run in June. They will begin taking sponsorships from local businesses and you can sponsor a hole on the course, additional information will be available on the foundation's website. Lastly, the foundation wanted to say thank you to everyone who has donated and participated in fundraising activities. Thank you for advocating, promoting and funding innovative educational opportunities for the students of Hawthorn 73!

SITE & FACILITIES SUBCOMMITTEE REPORT – CSBO LeeAnn Taylor indicated that the committee met on February 17th and Mr. Ted Haug from Legat provided us with his site and facilities assessment report and he is going to attend the Board meeting in March to give us his overview. One of the action items tonight is a request to approve a couple of summer projects that need to be completed. Joel Finfer added that the report is a large, very comprehensive document that will provide the details needed for some long-range planning. Dr. Patil stated that nothing in the report stood out as remarkable, the information in the report is consistent with the age of the buildings. Mechanicals need to be replaced, electrical updates are needed in order to be more energy efficient and they all need to be determined in accordance with what can be afforded as summer projects. The roof at Middle School South needs to be replaced, the mechanicals at Elementary North will need to be replaced as well as tuckpointing at Middle School North. Those are all items to plan and budget for.

CONSENT AGENDA

- 8.1 Board Meeting Minutes 2/4/21
- 8.2 Closed Session Minutes 2/4/21
- 8.3 Expenditure Report, February 2021
- 8.4 AM EX Report, January 2021
- 8.5 Amazon Cost Report, February 2021
- 8.6 Kindergarten Center Cost Log, February 2021
- 8.7 Treasurer's Report, December 2020
- 8.8 Personnel Report

7 New Hires: Lourdes Hernandez, Office Clerk, ES; Jill Wiegel, Nurse, ES; Jessica Ramos, Instructional Assistant, TL; Joan Chung, Instructional Assistant, TL; Valentina Ayzenshteyn, Health Clerk, TL; Kerry VanderMey, Instructional Assistant, TL; Haley Laliberte, Instructional Assistant, MN.

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5 Resignations: Jason Kao, Social Studies, MN; Megan Wolf, Kindergarten, YL; Julie Zusman, Instructional Assistant, TL; Lynne Li, Lunch/Recess, TL; Heather Moore, Office Clerk, Aspen.

6 Leave of Absence: Gina Zubert, 5th Grade, ES; Stacey Dimond, 2nd Grade, ES; Dena Mahrenholz, Nurse, HSYL; Jessica Reese, 7th Grade Science, MS; Julia D'Agostino, 3rd Grade, DL.

2 Retirements: Traci Rayl, 3rd Grade, ES; Rita Mehta, Instructional Assistant, Lincoln.

RECOMMENDED MOTION: Joel Finfer moved that the Board of Education approve the **Consent Agenda** items as presented; seconded by 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 the Assistant Superintendent of Business & Finance explained the business related items on the agenda. As mentioned in the Site and Facilities report, the boilers need to be replaced, Legat has put together a proposal to complete the design work for \$30,000 and get it out to bid. For the Middle South roof, Hutchison is being recommended for the design work. Timelines have been determined for getting the bids ready for approval for the March and April Board meetings. The other action item relates to our benefits provider Horace Mann contracting with a new vendor for the Health Flexible spending plan, the required resolution is included in the action items.

ACTION ITEMS –

9.1 Consideration to Approve Appropriating Funds for Initial 2021 Summer Project Engineering and Architectural Preparation

MOTION: Joel Finfer moved that the Board of Education approve the **Consideration to Approve Appropriating Funds for Initial 2021 Summer Project Engineering and Architectural Preparation**; 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

9.2 Resolution to Adopt Cafeteria Plan for Health Flexible and Dependent Care Spending

MOTION: Joel Finfer moved that the Board of Education approve the **Resolution to Adopt Cafeteria Plan for Health Flexible and Dependent Care Spending**; Matt Jacobs 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

GENERAL INFORMATION

1. Enrollment
2. FOIA Log, Dr. Hannigan reported that there were 2 FOIA requests which were responded to as identified in

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Section 11.2 of the Board agenda.

3. Board Email Log
4. Media Clips

TOPICS FOR FUTURE DISCUSSION – Discussion ensued regarding hosting a community forum, however as it relates to the Open Meetings Act, this will need to adhere to a narrow focus. The topic will need additional discussion.

ADJOURN TO CLOSED SESSION – With no further business to discuss Joel Finfer *made a motion to adjourn to Closed Session; seconded by Sonali Patil; meeting adjourned TO CLOSED SESSION at 9:24 p.m. All in favor? Yes.*

Motion carried: 7 ayes; 0 nays

Pursuant to 5 ILCS Robin Cleek *read the motion(s) 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.

Reconvened back to open session at 10:24 pm and with no further business to discuss, the open session was immediately adjourned at 10:24 pm.

Respectfully submitted,
Bobbi Elftmann

Robin Cleek, President

George Fievet, Secretary

Date Minutes Approved: _____