

**Minutes of the Committee of the Whole Meeting and the Business Meeting of the
Board of Education of Hawthorn Community Consolidated District Number 73, Lake County, Illinois
held in the Board Room at 841 West End Court, Vernon Hills, IL 60061 at
7:00 p.m. on 9th day of July 2018**

CALL TO ORDER

Sonali Patil called the Regular Business Meeting to order at 7:02 p.m. Those present recited the Pledge of Allegiance.

ROLL CALL

Wes Polen, Board Secretary, called the roll with the following Board of Education members answering present: Jayson Tran, Julie Simpson, Robin Cleek, Wes Polen, Matt Jacobs and Sonali Patil. Jeff Bard participated via conference call. Also present was Interim Superintendent Dr. Joe Porto and Abe Singh, CSBO, Director of Finance and Business Operations.

PUBLIC COMMENT

Michael Schenk, 587 Central Park Place, Vernon Hills, IL 60061 – Mr. Schenk suggested that a valuation tab be added to the website so that community members can calculate approximate taxes based on the proposed option costs.

RECOGNITION – None Scheduled

PRESENTATIONS

Introduction of Interim Superintendents

Sonali Patil introduced Dr. Mark Friedman and Dr. Joseph Porto as the interim superintendents for the 2018-2019 school year. Dr. Friedman formerly was the superintendent of Libertyville School District 70. Dr. Porto retired from Avoca School District 73 in Wilmette. The Illinois Teachers Retirement System limits the number of days Drs. Friedman and Porto can work to 100 days per year each. In order to adequately meet the needs of the district, the School Board chose to employ both gentlemen. The goal of the School Board is to choose its next superintendent by mid-year and then transition the person into the position by July 1, 2019. Welcome Dr. Friedman and Dr. Porto!

BoardDocs LT demonstration – Kristin Forsberg, BoardDocs

Board members viewed a live presentation on the benefits of BoardDocs. The public facing side of the board packet was highlighted. If BoardDocs is approved the system could go live end of August into September. Dr. Porto has experience with a board agenda software system. This will be an action item later in the meeting.

Bond Restructuring & Refinancing and Tax Implications – Elizabeth Hennessy, Managing Director, Raymond James

Ms. Hennessy provided a PowerPoint presentation on referendum bond financing. A review of the current outstanding debt service was presented. Current referendum debt service falls off in 2024. The District is currently reviewing referendum options for \$48.7M, \$52.3M and \$57.82. The District's Series 2009A referendum bonds are also callable on January 1, 2019. For each referendum option, Ms. Hennessey presented two refunding options: A. Refunding for savings and B. Refunding to flatten increasing payments on existing referendum bonds. Building scenarios were shown utilizing the amounts provide and in an "A" and "B" scenario. A graph of the summary of the average debt payment over the life of bonds provided as well as the impact to the owner of a \$350,000 home. Limiting Rate Increase was discussed as a separate referendum question. In order to pay for operations given the expanded space from the proposed referendum the District determined that an additional \$1.3M is necessary which results in a \$.10 tax rate increase. The tax increase on various market value homes was shown. For example, a \$350,000 home value would see an increase of \$111 in taxes per year.

FINANCE – None scheduled

HUMAN RESOURCES – None scheduled

POLICY – Press 98

Sonali Patil reviewed the following Press 98 policies:

6:135 Accelerated Placement Program – this is a new policy. The district needs to make a recommendation for Accelerated Early Entrance for students who are not age appropriate for kindergarten or 1st grade. Specific testing materials would be required. This is a topic that can be revisited after the kindergarten building is built. Julie Simpson asked who pays for the testing? Currently parents are asked to pay \$200 for early entrance testing to 1st grade. Per Renee Ullberg, Director of Special Services, this amount does not cover the costs involved. Mrs. Ullberg noted that this year the district has had three requests however it is not unusual to receive ten requests. Mrs. Ullberg added that it would be helpful to have a policy in place. Robin Cleek is against having a policy for early entrance to kindergarten due to the possibility of a large age difference of students. Sonali Patil agreed.

3:40E Checklist for the Superintendent Employment Contract Negotiation Process – this is a new exhibit. The exhibit is intended to serve as a resource to educate and guide the board through the superintendent employment contract negotiation process, encouraging both the board and superintendent to hire their own attorneys.

4:80 Accounting and Audits – The policy, footnotes, and Legal References are updated in response to ISBE best practice recommendations concerning the prevention of fraud, waste, and abuse in the administration of grants covered by GATA. A continuous improvement update is also made to a footnote to explain the mechanics of revolving funds.

4:80AP1 Checklist for Internal Controls – Renumbered

4:80 AP2 Fraud, Waste, and Abuse Awareness Program – New. The procedure is created in response to ISBE best practice recommendations concerning the prevention of fraud, waste, and abuse in the administration of grants.

7:310 Guidelines for Student Distribution of Non-School Sponsored Publications; Elementary Schools – Policy is renamed to reflect its intended use in elementary and unit districts only.

7:315 AP Guidelines for Student Distribution of Non-School Sponsored Publications; High School – Not applicable.

7:340 Student Records – policy pertains to college transcripts; not applicable.

7:340 AP1 School Student Records – pertains to high school; not applicable.

SEDOL – None scheduled

TRANSPORTATION – None scheduled

PRESIDENT'S REPORT – Sonali Patil

SUPERINTENDENT'S REPORT – None scheduled

UNFINISHED BUSINESS – None scheduled

DISCUSSION ITEMS:

EFMP Plan Refinement

Three options were presented for board consideration: \$57.9 million including library renovations and STEM centers, \$52.4 million with STEM centers but without library renovations, and \$48.7 million STEM in the middle schools and no library renovations. Each option proposed was further broken down into two additional options the first without issuing the Working Cash Fund Bonds and the second option utilizing the funds to stretch out refunding. Abe Singh noted that the \$1.3 million operation cost was based on the proposed middle referendum question dollar amount. Julie Simpson asked how community education would be different this time? Dr. Porto offered to do a presentation on how his previous district handled community education. The board came to a consensus on Option 3B - \$48.7 million proposed referendum utilizing approved bonds 2018 with stretch out refunding. Mr. Singh also agrees with Option 3B. The educational selling point is the debt service tax rate will not increase over time. Two proposed referendum questions were presented to the board. One was generic the other more specific. Board members also discussed the possibility of one referendum passing while the other failed and how that would impact the district. Wes Polen would like to have a

discussion on where the district could further cut costs. Two referendum questions will be available at the July 23rd meeting for board consideration. The rate question is a statutory question and no alterations can be done. The board would like to make a decision by the July 23rd board meeting so that information can begin to be provided to the community

Kindergarten Building Construction Value Engineering

The bids for the kindergarten building came in at \$14.7 million and through the value engineering process the cost of the building was reduced to \$14.3 million. Approximately \$800,000 has been spent to this point. The board is waiting on a decision from the Village of Vernon Hills on a commitment to assist in the road construction cost. Ms. Patil hopes to have additional information at the next board meeting. Ms. Patil thanked the Vernon Hills Park District for their continued support and commitment of \$250,000 toward playground equipment at the new kindergarten building.

10 year Health Life Safety survey

A board reviewed information previously provided by the DLR Group on the Health Life Safety survey. Items included all fall within the "A" category which require repair at a cost approximately \$140,000. The HLS survey requires board approval prior to being submitted to ISBE. None of the repairs included on the survey are included in the current summer work projects.

BoardDocs LT software system

Sonali Patil asked if there was additional discussion. Julie Simpson thinks the software system is a great direction for the board to go. Jayson Tran asked if this is an annual contract renewal? Yes.

ADJOURNMENT – Sonali Patil adjourned the Committee of the Whole meeting at 8:57 p.m.

REGULAR BUSINESS MEETING

CALL TO ORDER – Sonali Patil called the Regular Business Meeting to order at 8:57 p.m.

PUBLIC COMMENT: No one chose to comment.

CONSENT AGENDA:

Sonali Patil requested to remove Consent Agenda item 7/9.1 Closed Session Minutes 6/8/18 to the July 23rd Consent Agenda. Board members were in consensus.

Robin Cleek requested to move Consent Agenda items 7/9.5 Board Meeting minutes 6/25/18 and 7/9.6 Closed Session minutes 6/25/18 to a separate motion. Board members were in consensus.

7/9.2 Closed Session minutes 6/11/18

7/9.3 Closed Session minutes 6/13/18

7/9.4 Closed Session minutes 6/18/18

7/9.7 Personnel: A-J

Resignations:

A. Irina Mats – 7th grade language arts teacher, MS

B. Patricia Fica – EC/PK Bilingual teacher, Linc

C. Erika Diaz – Social Worker, DL

D. Alma Tamayo – LBS1, DL

E. Victor Garcia – Physical Education teacher, DL

F. Ryan Manning – 7th grade language arts teacher, MS

G. Amy McEllen – 3rd grade teacher, EN

H. Kelli Stiltz -

New Hires:

I. Allison Riley – library media specialist, AS
ESP: J.

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve the amended Consent Agenda as presented. Wes Polen seconded the motion.

Roll Call Vote: Jayson Tran, Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Sonali Patil vote aye.

Motion carried: 7 ayes; 0 nay

7/9.5 Board Meeting minutes 6/25/18

7/9.6 Closed Session minutes 6/25/18

RECOMMENDED MOTION: Julie Simpson moved that the Board of Education approve the amended Consent Agenda as presented. Robin Cleek seconded the motion.

Roll Call Vote: Julie Simpson, Jeff Bard, Wes Polen, Matt Jacobs and Sonali Patil vote aye. Jayson Tran and Robin Cleek vote abstain.

Motion carried: 5 ayes; 0 nay; 2 abstain

ACTION ITEMS:

7/9.8 10 year Health Life Safety Plan

Sonali Patil asked if there was additional discussion. No one chose to comment.

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve the 10 year Health Life Safety Plan as presented. Wes Polen seconded the motion.

Roll Call Vote: Jayson Tran, Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Sonali Patil vote aye.

Motion carried: 7 ayes; 0 nay

7/9.9 BoardDocs LT Board Agenda Software System

Sonali Patil asked if there was additional discussion. Jeff Bard voiced his opinion that in light of a future referendum no money should be spent on the board if there is not a direct benefit to the students. Robin Cleek agreed with Mr. Bard, however after viewing the BoardDocs presentation she changed her mind because she could see the benefits the software package offered.

RECOMMENDED MOTION: Julie Simpson moved that the Board of Education approve BoardDocs LT board agenda software system as presented. Robin Cleek seconded the motion.

Roll Call Vote: Jayson Tran, Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Sonali Patil vote aye.

Motion carried: 7 ayes; 0 nay

7/9.10 Resolution declaring the intention to issue \$1,500,000 Working Cash Fund Bonds for the purpose of increasing the Working Cash Fund of the District and directing that notice of such intention be published in the

manner provided by law.

Sonali Patil asked if there was additional discussion. Jeff Bard asked what the difference is between doing this or asking for the same amount in the referendum? Does one have a financial benefit for the district? Elizabeth Hennessy explained that it would be better for the district to handle this the way that the action item is presented.

RECOMMENDED MOTION: Julie Simpson moved that the Board of Education approve the resolution declaring the intention to issue \$1,500,000 Working Cash Fund Bonds for the purpose of increasing the Working Cash Fund of the District and directing that notice of such intention be published in the manner provided by the law. Jayson Tran seconded the motion.

Roll Call Vote: Jayson Tran, Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Sonali Patil vote aye.

Motion carried: 7 ayes; 0 nay

PRESIDENT'S REPORT:

Ms. Patil reminded board members to submit their RSVP for the Triple I conference in November to Wendy. HEI and Summer Scholars began on July 9. The Residency Event will be held at Middle School North on August 1 and 2 from 12:00 p.m. – 7:00 p.m. and August 6 from 8:00 a.m. – 3:00 p.m. Please turn in your medical paperwork as soon as possible.

SUPERINTENDENT'S REPORT – None scheduled

COMMITTEE REPORT – None scheduled

GOGENERAL INFORMATION:

1. Hawthorn in the News

PUBLIC ANNOUNCEMENT – None scheduled

TOPICS FOR FUTURE DISCUSSION:

1. Robin Cleek suggested that the board discuss how to handle future public comment during the meeting. Should the board provide feedback as in a Town Hall style meeting or only receive a statement.

ADJOURNMENT: Sonali Patil asked for a motion to adjourn to Closed Session. Robin Cleek made a motion to adjourn to Closed Session for the purpose of:

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or Legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal Counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057

Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes or employees. 5 ILCS 120/2(c)(2).

Matt Jacobs seconded the motion.

Roll Call Vote: Jayson Tran, Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Sonali Patil vote aye.

Motion carried: 7 ayes; 0 nay

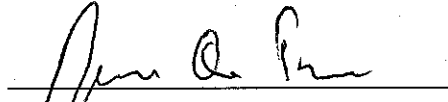
The Board of Education moved to Closed Session at 9:12 p.m.

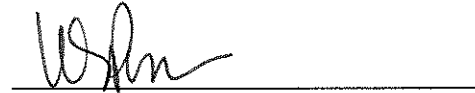
The Board of Education reconvened in open session at 9:38 p.m.

Julie Simpson moved that the Board of Education adjourn the Regular Business Meeting. Jayson Tran seconded.

The Regular Business Meeting adjourned at 9:39 p.m.

Respectfully submitted,
Wendy Peterson


Jayson Tran, Vice President


Wes Polen, Secretary

Date Minutes Approved: 7/23/18