

**Minutes of the Regular 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 the 23rd day of July 2018**

CALL TO ORDER

Jayson Tran called the Regular Business Meeting to order at 7:05 p.m. Those present recited the Pledge of Allegiance.

ROLL CALL

Jayson Tran, Vice President, presided over the meeting in President Sonali Patil's absence. Wes Polen, Board Secretary, called the roll with the following Board of Education members answering present: Julie Simpson, Robin Cleek, Wes Polen, Matt Jacobs and Jayson Tran. Jeff Bard participated via conference call. Sonali Patil was absent. Also present were Interim Superintendents Dr. Mark Friedman and Dr. Joe Porto, and Abe Singh, CSBO, Director of Finance and Business Operations.

PUBLIC COMMENT PERIOD - Public Hearing concerning the intent of the Board of Education to sell \$1,500,000 Working Cash Fund Bonds

Abe Singh provided a summary of intent to sell \$1,500,000 in bonds. Tonight is the public hearing for public comment. The Board of Education will be asked to approve this at the August 13 board meeting. Jayson Tran opened the public hearing for comment and welcomed community members to come forward to address the board. No one choose to comment. Mr. Tran closed the public hearing and requested a Roll Call Vote.

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

Motion Carried: 6 ayes; 0 nay

STAFF RECOGNITION - None scheduled

PRESENTATIONS - Introduction of new administrators - Lynn Barkley, Director of Human Resources

The following individuals were presented to the Board of Education as proposed 2018-2019 new administrators: Dr. Jennifer Haack, Principal of Townline Elementary; Allison Stein, Director of Teaching and Learning; and Alma Tamayo, Coordinator of Special Services. Dr. Porto thanked Mrs. Barkley for her participation in the interview and hiring process.

DISCUSSION ITEMS

Bond Restructuring & Refinancing and Tax Implications

Abe Singh discussed the need to offset operational costs associated with the building bond. He said that an additional \$1.3 million was needed to pay for operations given the expanded space, which would result in a \$.10 tax rate increase. He presented a chart featuring the tax increase on various market value homes. For example, a \$350,000 home value would see an increase of \$111 in taxes per year.

EFMP Bond Plan Refinement

Abe Singh reviewed the 2018 Educational Facilities Master Plan as it stands now after a series of discussions. He reviewed the funding option, which involves refunding some of the existing bonds and looking at a model which extends out the additional bond money to even out that expense over time resulting in savings from 2018 through 2023. He presented a graph that illustrated the new additions to the District. Jayson Tran said the new additions would include 36 classrooms, six art rooms, five music/band rooms, six PE/café spaces, seven student support additions, and two STEM spaces at the middle schools, for a total of 109,850 square feet. Additionally, a kindergarten center would be built at the Sullivan Center. There would be no library additions and early childhood and Pre-K would stay at Lincoln.

Review Press revision process

Dr. Porto made a suggestion to streamline the process for reviewing Press packet documents. He suggested that one board member meet with the superintendents every couple of months to review new policies and then they could be presented to the board as a consent agenda. Board members were in agreement that this was a more efficient

way to handle the Press packet.

Guidelines for Public Comment

Jayson Tran led a discussion on whether to change the format of public comment at board meetings. Current policy states that a community member may address the Board of Education however board members do not respond. During recent community engagement meetings, public comment has been held in a town hall style with dialogue between community member and board members. Mr. Tran prefers to have the board meetings remain a working meeting without board comment. Robin Cleek said that she would like to host three town hall style meetings a year to keep meetings open and to increase transparency. Abe Singh noted that board policy 2:230 Public Participation at Board of Education Meetings and Petitions to the Board addresses this topic.

Tier I and Tier II cost cutting measures

Abe Singh said that the District has been able to realize operational savings without compromising the quality of services. Facilities Manager Mike Christensen joined the meeting. He spoke about the district's cost cutting measures. He said the district is researching moving to solar power in the near future as a way to reduce costs. He said the cost savings at Elementary North alone would be approximately \$1.1 million. He said that he is reviewing and dissecting maintenance contracts and has found opportunities to save \$130,000. He discussed several changes, such as hiring far less summer workers, not using outside contractors, and using one procurement company instead of multiple vendors, that have led to significant savings.

CONSENT AGENDA

- 7/23.11 Board Meeting minutes 7/9/18
- 7/23.12 Expenditure Report
- 7/23.13 AMEX Report - June
- 7/23.14 Kindergarten Project Cost Log
- 7/23.15 Personnel: A
 - New Hires:
 - A. Margaret Kirst – LBS1 teacher, DL
 - B. Emilia Catanese – Occupational Therapist, DO
 - C. Heidi Ramirez-Cabanit – Social Worker, DL
 - D. Dr. Jennifer Haack – Principal, TL
 - E. Allison Stein – Director of Teaching and Learning, DO
 - F. Alma Tamayo – Coordinator of Special Services, DO
 - G. Meredith Brown – 6th grade ELA teacher, DO
 - H. Anna Campbell – 6th grade ELA teacher, DO
 - Resignations:
 - I. Amy Frantz – LBS1, MS
 - J. Brittany Silberman-Rissien – LBS1, MS
 - K. Erin Witt – Coordinator of Special Services, DO
 - L. Caitlin Locke – 2nd/3rd grade LOP teacher, EN
 - M. Jacqueline Ray – 6th grade ELA teacher, MS
 - N. Marisa Dion - .5 art teacher, AS
 - O. Amber Greiter – Speech Language Pathologist, AS
 - ESP: P.

RECOMMENDED MOTION: Julie Simpson moved that the Board of Education approve the Consent Agenda with as presented. Matt Jacobs seconded the motion.

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

Motion Carried: 6 ayes; 0 nay

ACTION ITEMS

7/23.16 2018 Educational Facilities Master Plan

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve the 2018 Education Facilities Master Plan that includes plans to build and equip a school building as an addition to the Sullivan Community Center, build and equip additions to and alter, repair and equip existing school buildings, including but not limited to constructing life safety improvements and additional classrooms, and improve sites. Wes Polen seconded the motion.

Jayson Tran asked if there was additional discussion? Robin Cleek asked if the timeline that had been presented is flexible? Yes. Wes Polen provided a personal statement.

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

Motion Carried: 6 ayes; 0 nay

7/23.17 Resolution providing for and requiring the submission of the proposition of issuing \$48,700,000 School Building Bonds to the District's voters at the general election to be held on the 6th day of November 2018

Jayson Tran informed the board that the above motion is to put the resolution on the ballot.

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve a RESOLUTION providing for and requiring the proposition of issuing \$48,700,000 School Building Bonds to the voters of Community Consolidated School District 73, Lake County, Illinois, at the general election to be held on the 6th day of November 2018. Matt Jacobs seconded the motion.

Jayson Tran asked if there was additional discussion? Julie Simpson expressed reservations on the timeline to educate the community, she does not believe there is enough time between now and the election. Mrs. Simpson noted that she will support her colleagues.

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

Motion Carried: 6 ayes; 0 nay

7/23.18 Resolution providing for and requiring the submission of the proposition of increasing the limiting rate of Community Consolidated School District Number 73, Lake County, Illinois, at the general election to be held on the 6th day of November 2018

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve a RESOLUTION providing for and requiring the submission of the proposition of increasing the limiting rate of Community Consolidated School District Number 73, Lake County, Illinois, at the general election to be held on the 6th day of November 2019. Wes Polen seconded the motion.

Jayson Tran asked if there was additional discussion? Matt Jacobs would have preferred additional time to review the resolution. The topic should have been introduced during the community meetings. Wes Polen added that the groundwork on the deficit spending issue was not well laid out. Elizabeth Hennessy, Managing Director with Raymond James noted that if the District was able to find another source of funding then you would not need to go through the levy process. The vote this evening allows the District to have an option to do so. Jeff Bard requested that Abe Singh review the process for the community. Mr. Singh reviewed the presentation provided at the July 9th Board of Education meeting.

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

Motion Carried: 6 ayes; 0 nay

PRESIDENT'S REPORT

Board Vice President Jayson Tran thanked Wendy Peterson, Administrative Assistant to the Superintendent, for her years of service at Hawthorn, as she is leaving the district. Leslie Piotrowski was introduced as the interim secretary.

SUPERINTENDENT'S REPORT – None scheduled

Director of Human Resources Lynn Barkley joined the meeting to give an update on hiring. She said that the principals and staff have been working diligently to hire the best quality teachers and support staff. At this time, she feels very confident that there will not be a need to ask the Board for additional positions. She said that she is watching the numbers very closely. Principals have provisional plans to alleviate high classroom sizes. However, the upcoming Residency Event could change the enrollment numbers. Mrs. Barkley asked for board consensus to post anticipated positions if needed prior to receiving board approval at the August 13, 2018 meeting. Board consensus was given.

Interim Superintendent Joe Porto discussed the organization of a communications campaign to educate the public about the referendum questions. He mentioned that he would like to provide a presentation on successful strategies that other districts have used to get the word out. Dr. Porto will generate a Google doc for board members to provide input to craft 4-5 key talking points.

COMMITTEE REPORTS – None scheduled

PUBLIC ANNOUNCEMENTS – None scheduled

GENERAL INFORMATION

1. Hawthorn in the News
2. Treasurer's Report – April 2018
3. Treasurer's Report – May 2018

TOPICS FOR FUTURE DISCUSSION – None scheduled

ADJOURNMENT: Jayson Tran 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: Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Jayson Tran voted aye.

Motion Carried: 6 ayes; 0 nay

The Board of Education moved to Closed Session at 8:30 p.m.

The Board of Education reconvened in Open Session at 8:52 p.m.

Robin Cleek moved that the Board of Education adjourn the Regular Business Meeting. Matt Jacobs seconded.

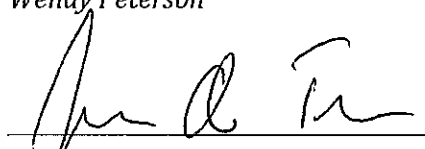
The Regular Business Meeting adjourned at 8:52 p.m.

Jayson Tran called for a voice vote:

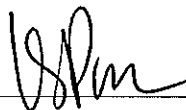
Motion carried: 6 ayes; 0 nay

Respectfully submitted,

Wendy Peterson



Jayson Tran, Vice President



Wes Polen, Secretary

Date Minutes Approved: 8/13/18