

**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 10th day of July 2017**

CALL TO ORDER

Sonali Patil called the Committee of the Whole meeting to order at 7:00 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 Superintendent Nick Brown and Abe Singh, CSBO, Director of Finance and Business Operations.

PUBLIC COMMENT – No one from the public chose to comment.

PRESENTATIONS –

Proposed New Hires by Lynn Barkley, Director of Human Resources

The following individuals were presented to the Board of Education as proposed new hires for the 2017-2018 school year: Megan Vogeler – art teacher, ES; Sharon Byrne – LBS1 teacher, MSS; and Rhonda Malina – Social Worker, EN.

RECOGNITION – None scheduled

FINANCE – None scheduled

PRESIDENT'S REPORT – None scheduled

SUPERINTENDENT'S REPORT – None scheduled

DISCUSSION ITEMS:

Vehicle Sale

Mr. Singh reviewed the vehicle sale proposal for the 2002 Chevrolet Silverado 1500. This is part of the replacement plan for vehicles and is in the budget for 2017-2018. Three quotes were received. The best quote is \$2,700 which falls within the range of \$2,300 to \$4,344 that Kelly Blue Book has the vehicle listed at. Mr. Singh is recommending that the Board move forward with the sale to Lake County Auto Sales.

Construction Manager Recommendation

Mr. Brown reviewed the process of selecting a construction management firm. Four vendors were interviewed. After the interviews two firms were selected as the top candidates. References were checked for both firms. The next step was to reach out for cost information. The initial gap between the two firms was over 30%. The more expensive firm was not able to narrow the gap to allow for a recommendation. Lamp, Inc. will be recommended to be our construction manager on the Sullivan Center Kindergarten Project. Howard Metz, attorney with Robbins Schwartz, has completed the negotiations and drafted the paperwork. School Board members have received a copy of the contract for review.

Enrollment Update

Sonali Patil reviewed the enrollment summary and as of July 7th 4,181 students are enrolled in the District. Mr. Brown noted that the Registrar's office was very busy and the Board will receive another update at the end of the week. Mr. Brown will be making a recommendation for positions to be filled at the July 24th Board of Education meeting. New changes in bilingual testing cut scores may require us to add some additional bilingual teaching staff. Mr. Abrego is watching numbers closely. Jeff Bard asked how enrollment numbers will affect displaced space? For example, if Elementary North needs to add a classroom art may need to be put on a cart. Sonali Patil asked for a better understanding of how many sections are at Aspen, Elementary South and Elementary North. Aspen is a 3-section building however 2nd and 5th grade each have 4 sections. Currently watching 4th grade for a possible addition.

Elementary South is a 5-section building expect for 2nd grade which already has 6 sections. Currently watching 1st grade. Elementary North is a 4-section building. Currently watching the 4th grade. She also asked for the capacity at the middle schools since the incoming 6th grade class is large. Currently Middle School North is within the range. Middle School South is slightly over and Mr. Brown will provide a report on scheduling.

Board of Education Position Paper

Suggested position papers were combined into one draft and presented to Board members for review and revisions. Mrs. Patil asked that any additional comments or suggestions be emailed to her or Mr. Brown. Mrs. Patil and Mr. Brown will be meeting to finalize the position paper. The position paper will be addressed specifically to each village (Vernon Hills, Mundelein and Libertyville). Robin Cleek has expressed concern that the paper be written in general terms not overly specific. She also suggested that impact fees be stated more clearly. Julie Simpson would like to see land donation included.

Calendar of Monthly Reports

Mr. Brown reviewed a monthly planning calendar of reports and events. This is a fluid document and not all events occur on an ongoing basis. Mr. Brown will continue to add/subtract items to keep a running document.

NEW BUSINESS – Wes Polen presented an update on the Kindergarten Center. The Kindergarten Center Planning team has met three times. Jason Lembke, of the DLR Group, presented information regarding the design process and proposed timeline for the project. This was the same presentation Mr. Lembke provided to the Board at the May 22nd meeting. Mrs. Polen reviewed the guidelines developed by the School Board. At the second meeting the team reviewed examples of kindergarten/early learning centers throughout the US designed by the DLR Group. Mr. Lembke and his team lead the group on an interactive planning exercise. The third meeting included building tours and planning exercises. A discussion on traditional construction versus pre-fab construction followed. Julie Simpson asked what the group thought about the pre-fab construction units. Mr. Brown felt the floors sounded hollow and that they would be rather noisy with a classroom of students. Units can be a full or partial brick to match an existing building. Mrs. Polen felt that this option was not correct for the Kindergarten Center. She felt the units were dark. Perhaps it would be a solution for an addition to an existing building. Jayson Tran asked if the Kindergarten Building Plan team will be presenting several options for Board consideration and if the cost difference between traditional construction and pre-fab construction was known? Mr. Brown said that options will be presented. It is too early in the process to know construction costs. Julie Simpson asked for an explanation of costs for moving wetlands. Mrs. Polen explained the process. Robin Cleek asked if the Park District has input in to the type of construction used? Mr. Brown did not believe so as long as the exterior and quality matched the current structure.

ADJOURNMENT – Sonali Patil adjourned the Committee of the Whole meeting at 7:42 p.m.

REGULAR BUSINESS MEETING

CALL TO ORDER – Sonali Patil called the Regular Business Meeting to order at 7:42 p.m.

PUBLIC COMMENT – Nobody from the public chose to comment.

CONSENT AGENDA:

- 07/10.1 Board minutes 06/26/17
- 07/102 Personnel: A-F
- New Hires:
 - A. Megan Vogeler – art teacher, ES
 - B. Sharon Byrne – LBS1 teacher, MSS
 - C. Rhonda Malina – social worker, EN
- Resignation:
 - D. Laura Delagrange – Special Education Coordinator, DO
 - E. Jim Ciecwa – Assistant Principal, MSN
- ESP: F.

Prior to voting on the Consent Agenda, Jayson Tran requested that Consent Agenda item 07/10.1 Board Minutes 06/26/17 be moved to a separate recommended motion.

RECOMMENDED MOTION: Julie Simpson recommended that the Board of Education approve Consent Agenda item 07/10.2 Personnel as presented. Robin Cleek seconded the motion.

Sonali Patil called for a Voice Vote

Motion carried: 7 ayes; 0 nay

RECOMMENDED MOTION: Sonali Patil recommended that the Board of Education approve Consent Agenda item 07/10.1 Board minutes 06/26/17 as presented. Matt Jacobs seconded the motion.

Sonali Patil called for a Voice Vote

Motion carried: 5 ayes; 0 nay; 2 abstain

ACTION ITEMS:

07/10.3 Vehicle Sale

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

RECOMMENDED MOTION: Wes Polen moved that the Board of Education approve the sale of the 2002 Chevrolet Silverado 1500 vehicle to Lake County Auto Sales for \$2,700. Robin Cleek seconded the motion.

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

Motion carried: 7 ayes; 0 nay

07/10.4 Construction Management Firm

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

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve Lamp, Inc. as the construction management firm for the Kindergarten Center at the Sullivan Center project 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 voted aye.

Motion carried: 7 ayes; 0 nay

PRESIDENT'S REPORT - Sonali Patil reported that the Educational Facilities Master Plan community survey has been completed and is now available for community input. Please visit the Hawthorn district webpage to take the survey. Mrs. Patil would also like to have the survey available for residents to take while at the Residency Event. "Bagels with the Board" community meetings will be held in August. A flyer will be sent out for board members to sign up for meetings. No more than two board members may attend a meeting. A flyer will be mailed to all community members communicating this information. Mrs. Patil thanked Laura Delagrange and Jim Cieciva for their dedicated service to Hawthorn 73 and wished them well in their new positions.

SUPERINTENDENT'S REPORT – Superintendent Brown gave an update on summer programs: Hawthorn Enrichment Institute (HEI), Summer Scholars and Music Camp. The Residency Event will be held August 2nd, 3rd and 7th at Middle School North. Please visit the district website for information on times and required documentation. Mr. Brown reviewed the district Educational Facilities Master Plan and the process to date. Additional information can be found on the district website www.hawthorn73.org Hawthorn 73 is seeking participation of stakeholders in a brief online survey to gauge community perceptions of the school district and its facility planning efforts. The survey should take no longer than 10 minutes to complete and participation is greatly appreciated. Please visit <https://www.surveymonkey.com/r/H73EFMP> to take the survey.

GENERAL INFORMATION:

1. The Board article
2. Tax Distribution #4

PUBLIC ANNOUNCEMENT - Wes Polen stated that parents should bring original documents and copies of these documents to the Residency Event to speed up the process.

TOPICS FOR FUTURE DISCUSSION – None suggested at this time.

ADJOURNMENT – Sonali Patil closed the Business Meeting and stated the Board of Education would reconvene in Closed Session and close the Business Meeting after. Mrs. Patil recommended that the Board of Education adjourn to Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal or 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© (1), as amended by P.A. 93-0057. Robin Cleek seconded the motion.

Roll Call Vote: Jayson Tran, Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Sonali Patil voted aye.
Motion carried: 7 ayes; 0 nay

ADJOURNMENT – Sonali Patil asked for a motion to adjourn the Business Meeting. Robin Cleek made a motion to adjourn the Business Meeting. Julie Simpson seconded.

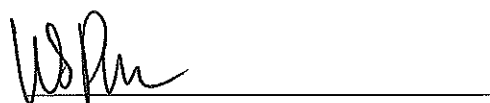
Sonali Patil called for a Voice Vote

Motion carried: 7 ayes; 0 nay

The Regular Business Meeting adjourned at 8:20 p.m.

*Respectfully submitted,
Wendy Peterson*


Jayson Tran, Vice President


Wes Polen, Secretary

Date Minutes Approved: 7/24/17