

**Minutes of the Regular Board of Education Meeting of
Hawthorn Community Consolidated District #73, Lake County, Illinois
841 West End Court, Vernon Hills, IL 60061
7:00 p.m. on the 16th day of June**

CALL TO ORDER

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

ROLL CALL

Jessica Flores, Assistant to the Board of Education, called attendance and the following board members attended: Joel Finfer, Michael Engle, Sonali Patil, Karl Borchers, and Wes Polen. Also in attendance were Asst. Supt. of Finance & Business Operations Ms. LeeAnn Taylor; Asst. Supt. of Teaching, Learning & Innovation Ms. Allison Stein; Asst. Supt. of Student Services Ms. Alicia Corrigan; Asst. Supt. for Human Resources Mr. Adam Palmer; and Superintendent Dr. Pete Hannigan. George Fievet and Robin Cleek were not in attendance.

PUBLIC COMMENT

No public comment was made or emailed in.

RECOGNITION

No recognition at this time.

ANNOUNCEMENTS

No announcements at this time.

PRESIDENT'S REPORT

Vice President Polen reminded the board that Hawthorn D73 will be walking in the Vernon Hills Fourth of July parade. She asked the board to confirm their attendance with Dr. Hannigan. She also reminded the board that the Hawthorn board retreat is scheduled for June 21 at 5:30 p.m. The meeting will be held at the district office of Vernon Hills High School. She asked the board members to be prepared to retake their board photo and to share celebrations from the 21-22 school year.

ED-RED REPORT

Mr. Joel Finfer reported that the ED-RED session ended early this year. At their last meeting, they reminded the members that the ED-RED retreat is scheduled for the end of August and retirement(s) were announced.

SEDOL REPORT

Mr. Michael Engle reported that SEDOL's last executive board meeting was on May 26 and the last governing board meeting was on June 1. The June 1 meeting included 13 action items, which included the election of officers, executive board appointments, delegations of authority, appointment of treasurer, meeting dates for the 22-23 school year, SSA bargaining agreement, memo of understanding with STU and SSA, and a nursing agreement that all were pending board approval but the meeting had to be rescheduled due to not having a full quorum. The meeting will be rescheduled to June 29 at 5 p.m.

SITE & FACILITIES SUBCOMMITTEE REPORT

No report at this time.

SUPERINTENDENT'S REPORT

Dr. Hannigan started his report by thanking the Key to 73 Foundation for all their hard work for a successful 2nd annual golf outing at White Deer Run. All the proceeds raised will go back to Hawthorn D73 students. The district held its cabinet retreat on June 3 and held its administrative retreat on June 7 and 8. The retreats gave the administrative teams an opportunity to reflect, refine, and celebrate as they plan for the upcoming school year.

Dr. Hannigan shared with the board the finalized annual report that will be mailed to the community in the upcoming weeks. The Spanish copy is being produced and will be mailed to the District 73 families who indicated Spanish as their native language.

Dr. Hannigan summarized the districts' annual safety meeting that was held on May 12 in partnership with the Vernon Hills Police Department and the Countryside Fire Department. The meeting gave an opportunity to review all components of Hawthorn's standardized crisis plan as well as building security. All identified opportunities for improvement will be refined over the summer and implemented at the beginning of the school year. Dr. Hannigan is also working with the Vernon Hills Police Department to educate the community about proper gun storage and safety. The village has an ordinance and program that can be found on their website. There will be a joint letter for the community in regards to proper gun safety that will be sent out in the fall.

Dr. Hannigan concluded his report by celebrating a successful end of a school year. There were a lot of great events happening throughout the district and he thanked all the students, staff, and families for their continued support while navigating the last three unique years.

DISCUSSION ITEM

Assistant Superintendent of Finance & Business Operations Ms. LeeAnn Taylor discussed the FY23 Tentative Budget. Ms. Taylor was also accompanied by Ms. Jennifer Akin, Business Office and Payroll Supervisor. The discussion was focused on the tentative budget for the 2023 fiscal school year and a review of the last year budget. The discussion item included a refresher on the budget calendar that has been presented in previous meetings. The budget process for the 2023 fiscal year began last September and the next step will be to hold a hearing in August with the final 2023 budget approval in September. As the 2022 fiscal year comes to an end, the business department anticipates an operational surplus. The tentative budget for 2023 is also projected to have a surplus and it is the goal of the business department to budget a minimum of \$500K surplus on an annual basis to allow for unexpected fluctuations in revenues or expenditures. The board was also provided with an update on the referendum projects and more details about the last phase of construction will be explained at the next scheduled Site & Facilities meeting.

CONSENT AGENDA

- 6.1 Board Meeting Minutes from May 19, 2022
- 6.2 Expenditure Report from June 16, 2022
- 6.3 AMEX Report from May 2022
- 6.4 Amazon Report from June 16, 2022
- 6.5 Treasurer's Report from March 2022
- 6.6 Personnel Report

14 New Hires:

8 Resignations:

3 Leaves of Absence:

3 Change of Status:

14 New Hires: Rebecca Himelstein, ELL teacher, MN; Stephanie Bonifazi, Pre-K/EC Teaching, Lincoln; Kathleen O'Donnell, 4th/5th Grade Teacher, DL; Arin Mintz, Kindergarten Teacher, HSYL; Jennette Treadwell, Interventionist, DL; Kaylana Crowley, 4th Grade Teacher, DL; Kimberly Smith, Dual Language Instructional Specialist, DL; Abby Jordan, 5th Grade Teacher, DL; Cassandra Petersen, 5th Grade Teacher, EN; Emily Hunt, 3rd Grade Teacher, TL; Rodrigo Pozo, PE Teacher, MS; Emma McGee, LBS1 Teacher, TL; Kirsten Sink, Kindergarten Teacher, DL; Jakub Sobieraj, Tier II Technology Support Specialist.

8 Resignations: Marissa Brandt, Interventionist, DL, 8/15/2022; Tamara Marano, Occupational Therapist, ES, 6/2/2022; Kristina Aguilar, 5th Grade Teacher, DL, 6/1/2022 ; Krystian Krzyzak, 1st Grade Teacher, DL, 6/1/2022 ; Raven Hernandez, 8th Grade Teacher 6/8/2022 ; Lizette Ramos, Registered Nurse, MS, 5/17/2022; Debra Crask, Principal Secretary, TL, 7/21/2022; Michelle Welti, Instructional Assistant, EN, 6/1/2022.

3 Leaves of Absence: Brittaney Walsh, 7th Grade Math Teacher, MS; Shauna Smith, Art Teacher, ES; Kelly Kleppin, PE Teacher, Aspen.

3 Change of Status: Taylor Chioros, Music Teacher, Aspen; Sandra Wingader, Technology Resource Clerk, DO; Pam Goldberg, Library Media Assistant, ES.

RECOMMENDED MOTION: Joel Finfer moved that the Board of Education approve the **Consent Agenda** items as presented; seconded by Karl Borchers.

Roll Call Vote: Joel Finfer, Wes Polen, Sonali Patil, Michael Engle, and Karl Borchers.

Motion carried: 5 ayes; 0 nays

Assistant Superintendent of Finance & Business Operations Ms. LeeAnn Taylor reviewed the Arbor Renewal, Resolution Transferring Funds from the Operations and Maintenance Fund to the Capital Projects Fund of the District, and the Resolution Transferring Funds from the Educational Funds to the Debt Service Fund. Ms. Taylor summarized the negotiation process for the Arbor contract that is pending approval for the upcoming school year. The resolution to transfer funds from the Operations and Maintenance fund to Capital funds was discussed at the previous board meeting to cover costs for summer projects being completed. The resolution to transfer funds from the Educational fund to the Debt Service fund was explained by Ms. Taylor that

the transfer is a bookkeeping transaction requested by the auditor to pay for the leases of the devices that were purchased a few years back.

ACTION ITEMS

Arbor Renewal

MOTION: Joel Finfer moved that the Board of Education approve the Renewal of Arbor; Sonali Patil seconded the motion.

Roll Call Vote: Joel Finfer, Wes Polen, Sonali Patil, Michael Engle, and Karl Borchers.

Motion carried: 5 ayes; 0 nays

Resolution Transferring Funds from the Operations and Maintenance Fund to the Capital Projects Fund of the District

MOTION: Michael Engle moved that the Board of Education approve the Resolution Transferring Funds from the Operations and Maintenance Fund to the Capital Projects Fund of the District; Karl Borchers seconded the motion.

Roll Call Vote: Joel Finfer, Wes Polen, Sonali Patil, Michael Engle, and Karl Borchers.

Motion carried: 5 ayes; 0 nays

Resolution Transferring Funds from the Educational Fund to the Debt Service Fund

MOTION: Michael Engle moved that the Board of Education approve the Resolution Transferring Funds from the Educational Fund to the Debt Service Fund; Sonali Patil seconded the motion.

Roll Call Vote: Joel Finfer, Wes Polen, Sonali Patil, Michael Engle, and Karl Borchers.

Motion carried: 5 ayes; 0 nays

GENERAL INFORMATION

1. Enrollment - Uploaded
 2. FOIA Log, Dr. Hannigan reported that the District received one FOIA request since the last board meeting and has been responded to as identified in Section 8.2 of the Board agenda.
 3. Board Email Log
 4. Media Clips
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TOPICS FOR FUTURE DISCUSSION

None at this time

ADJOURN TO CLOSED SESSION

Pursuant to 5 ILCS 120/2(c)(2), Vice President Polen *read the motion(s) to adjourn to CLOSED SESSION for the purposes of:*

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

Vice President Polen mentioned that the board does not anticipate taking any action following the closed session portion of the meeting.

With no further business to discuss, Joel Finfer *made a motion to adjourn to Closed Session, seconded by Karl Borchers.* The meeting *adjourned at 7:22 p.m.* **All in favor? Yes.**

Motion carried: 5 ayes; 0 nays

Respectfully submitted,
Jessica Flores

Robin Cleek, President

George Fievet, Secretary

Date Minutes Approved: _____