

**Minutes of the Site and Facilities Committee Meeting of
Hawthorn Community Consolidated District #73, Lake County, Illinois
841 West End Ct, Vernon Hills, IL 60061
5:30 pm on the 17th day of May 2022**

Board Members Present: LeeAnn Taylor, Asst. Supt. of Finance and Business Operations, Joel Finfer, Board Member and Sonali Patil, Board Member

Other Present: Jennifer Ezop, Administrative Assistant, Mike Labbe, Director of Facilities, Luke Bruschuk Technology Support Supervisor, Dave Hunwick, Technology Integration Administrator, Katie Waggoner, Elementary North Principal, Kristen Eastman, Legat Architects, Ted Haug, Legat Architects and Tom McGrath, Lamp Construction.

1.1 Meeting called to order at 5:31pm

1.2 Roll Call: Joel Finfer and Sonali Patil present

1.3 Public Comment: None

2.1 Motion to approve Site and Facilities Committee meeting minutes April 12, 2022 made by Sonali Patil seconded by Joel Finfer

2.2 District Phones

Dave Hunwick reported our current outdated Mitel phone system has been in place since 2017. The proposed system is a subscription cloud based service and will reduce overall costs. Luke Bruschuk shared a technology support comparison of our current system to the new proposed system. The new system will allow the District to work with one vendor versus multiple vendors with our current system. Additionally, Dave Hunwick reported the proposed Comcast system segregates the phone system from our main internet connection which would allow the new phone system to work regardless of the outage. Comcast E911 is a fully integrated system which would allow the District to make changes within the system without having to include the third party vendors. The new phone system would allow staff members to use the system from home to make calls as if they were in the office on the Hawthorn line. Luke Bruschuk continued the discussion by reviewing a price comparison model between a system purchase versus a system subscription. LeeAnn Taylor reported legal has reviewed the agreement and the District has an existing relationship with Comcast. If the District moves forward with this agreement it would be considered a subscription and would not need to be approved by the Board.

2.3 Construction Updates

Mike Labbe reported a walk thru at Elementary South for occupancy was concluded and passed with some touch up items to be addressed. The building will be ready to go for the start of school in August. A walk thru of the building will be discussed at a future meeting. If Board members request a walk thru arrangements can be made. Additionally, Mike reported the approval for the new playground goes before the Board May 19th. The hard surface is ready to go and equipment has been ordered.

2.4 Elementary North Planning

Kristen Eastman addressed the original plan for the final Phase 5 for Elementary North. Original master plan drafted in 2018 included Townline with classroom additions and storage spaces along with Elementary North with classroom additions and multi purpose room additions. Classroom additions are not needed due to declining enrollment. The revised Elementary North scope defines areas of phasing construction in almost every room of the school. Areas of concentration are mechanical system upgrades, LED lighting and the addition of drywall walls of separation in the classrooms. Kristen Eastman also reported improvements to the functionality of the Special Ed/Sensory rooms are included in the scope of work. The gym and multi purpose room flooring will be replaced. Considerations such as minimizing the disruption of the learning environment and strategic planning of solving the problems of the functionality of Elementary North need to be given in the process of determining if construction will take place during the school year or spanning the duration of a couple summers. Tom McGrath reviewed timelines of continuous construction for 14 months compared to work being completed during the summer months over multiple years. October is the target month for going out to bid for construction with approval in December.

Next meeting is scheduled for August 9, 2022 at 5:30pm.

Motion to adjourn the meeting made by Joel Finfer and seconded by Sonali Patil.

Meeting adjourned at 7:11pm

Respectfully submitted,
Jennifer Ezop

LeeAnn Taylor, Asst Superintendent
Of Finance and Business Operations

Joel Finfer, Board Member

Date Minutes Approved: _____