

**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 11th day of August**

CALL TO ORDER

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

ROLL CALL

The Board Secretary called attendance and the following members attended: George Fievet, Michael Engle, Sonali Patil, Karl Borchers, Wes Polen, Joel Finfer and Robin Cleek. Also in attendance were Asst. Supt. of Business & Finance Ms. LeeAnn Taylor; Asst. Supt. of Teaching & Learning Ms. Allison Stein; Asst. Supt. of Student Services Ms. Alicia Corrigan; Asst. Supt. of Innovative Learning Dr. Karen Maturo; Asst. Supt. for Human Resources Mr. Adam Palmer; and Superintendent Dr. Pete Hannigan.

PUBLIC COMMENT

No public comment at this time.

RECOGNITION

No recognition at this time. Vice President Polen reminded the community that recognition nominations are being accepted and can be submitted via the Hawthorn website.

ANNOUNCEMENTS

No announcements at this time.

PRESIDENT'S REPORT

President Cleek welcomed everyone back to the 2022-2023 school year. President Cleek was excited to meet the new teachers at the New Teacher Orientation on August 9, 2022. She also asked the board to save the date for the Lake Division Dinner on October 12, 2022 hosted by Lake Zurich District 95.

ED-RED REPORT

No report at this time. Mr. Joel Finfer announced the next ED-RED executive board retreat will be held on August 30, 2022.

SEDOL REPORT

Mr. Michael Engle reported that SEDOL had its last governing board meeting on June 29, 2022. The last executive board meeting was on July 28, 2022. The executive and governing board meetings schedules were both approved for the 2022-2023 school year. Mr. Engle briefly summarized the last governing board meeting and included the following; an approval for executive board member appointments, delegation of executive board authorities, appointment of Treasurer, an extension of the Collective Bargaining Agreement with the SEDOL SSA, a M.O.U. agreement with SEDOL SSA, and approval of service recognition and attendance bonus for registered nurses. The upcoming governing board meeting on August 24, 2022 will have a public hearing for the fiscal year 2022-2023 tentative budget followed by the governing board meeting. A couple of items that will be presented at the next governing board meeting include a presentation and vote of the final budget and a vote of approval for the M.O.U. with the SEDOL Teachers' Union.

KEY to 73 REPORT

No report at this time.

SITE & FACILITIES SUBCOMMITTEE REPORT

Dr. Sonali Patil reported that there was a Site & Facilities meeting held on April 12, 2022. A few items that were discussed included the design and development of Elementary North, the building security updates, and the summer projects. The ES/Aspen playground is on schedule with the expected timeline of completion. The parking lot at Townline/Dual Language had some unexpected updates but will still be able to be completed by the set timeline. The Middle South STEM area is finished and the Middle South music wing is on schedule. Although a couple projects remain to be completed at Aspen due to the supply chain demand, temporary solutions were made and the building will open as scheduled.

PRESENTATIONS

Assistant Superintendent of Finance & Business Ms. LeeAnn Taylor presented the Transportation Update. The following Lakeside members were present; Denise Quezada and Donna La Renee. The Regional Director of Operations from Cook, Illinois, Dave Armbrrecht was also present.

The goal of the transportation presentation was to provide an update on Lakeside's driver retention and hiring process, the preparation of 2022-2023 routes, communication protocols, and the Ride 360 pilot. There are 29 drivers returning to Hawthorn,

and Lakeside is receiving an average of 30-40 applicants per month. There have been efficiencies put in place to decrease the number of Hawthorn routes from 40 to 32. The district will operate under a two-tier system and will allow HSYL and Lincoln to have their own standalone buses. All Special Ed routes have been filled and all routes are less than 45 minutes of travel time. The communication protocols were presented and a key part of the communication protocol was the discussion of using the 15-minute rule utilized for sending communication to families.

The district will continue the Ride 360 pilot with all kindergarten students across the district starting on September 9, 2022. Kindergarten Parents at HSYL and Dual Language will receive communication and directions via the principal's weekly newsletter in early September. Full implementation across the district will be considered after reviewing data from the pilot in September.

Ms. LeeAnn Taylor also presented the Security Enhancement Update. Thanks to the facility and technology teams during the summer, Hawthorn can continue to ensure a safe and secure start to the school year. There were four specific enhancements that were discussed including secure vestibules, visitor check-in system, lanyard requirements, and building entry and exit protocols. All exterior doors will be locked at all times and can only be opened by the main office. At the outside of each school vestibule will be an updated doorbell with a camera and voice capability so visitors can state their reason for visiting. If parents are dropping off materials for their students, entering the building will not be necessary. Instead, all materials should be dropped off in the marked outdoor bin with their child's item and name easily visible.

If a visitor needs to enter the building, they must go through the check-in process in the vestibule before entering the building. There are iPad stations in each office vestibule and the clearance procedures are similar to what have been used in the past. All staff, substitutes, visitors and vendors will wear a colored lanyard to easily identify clearance in the building.

During the pandemic, student and staff entry procedures were altered to promote social distancing. This year student drop-off and pick-up will return to two main entries including a designated bus location and a designated walker/car-rider location. In addition, staff will be required to enter and exit through the main doors at each building at all times throughout the day.

DISCUSSION TOPICS

Vice-President, Ms. Wes Polen reviewed Policy Press Issue 109/CBA updates. Assistant Superintendent of Human Resources Mr. Adam Palmer; Assistant Superintendent of Student Services Ms. Alicia Corrigan; and Superintendent Dr. Pete Hannigan reviewed the policies that relate to their department. Three policies require a response from the Board.

The Board must respond to *Policy 5:80 Court Duty* stating if the Board pays full salary for both licensed and educational support personnel while serving jury duty and/or are absent due to a subpoena to serve as a witness in a trial or have a deposition taken in any school-related matter pending in court. The district will continue its current practice and pay full salary to licensed and educational support personnel.

The Board must also respond to *Policy 2:230 Public Participation at Board of Education Meetings and Petitions to the Board* stating if the Board would like to establish a maximum time limit for public participation. It is the recommendation of the policy committee to select IASB's default option which is to not have a maximum time limit for public participation as it aligns with Hawthorn's current practice.

Lastly, *Policy 7:285 Anaphylaxis Prevention, Response, and Management Program* was the third policy that required a response from the Board. This policy is listed as an action item this evening to meet the Illinois School Code deadline to state that the Board has adopted the School District Supply of Undesignated Epinephrine Injectors subhead in policy 7:270, *Administering Medicine to Students*. It is the recommendation of the policy committee to select IASB's default option, which is "Yes." The Hawthorn Board of Education adopted policy 7:285 at the February 24 board meeting. The rest of the policy updates discussed will be voted on at the next board meeting.

Assistant Superintendent of Finance & Business Ms. LeeAnn Taylor discussed the Tentative Budget Hearing. As mandated by school code, Hawthorn held a public hearing to discuss and conduct public comment in relation to the tentative budget. The tentative budget was presented to the board during the June board meeting. Since then, there has been an update on the funding level from the State as Hawthorn now qualifies as tier 3 because of the 91% adequacy level. Tier 4 is the highest adequacy level. There was no public comment and the hearing was officially closed.

Ms. LeeAnn Taylor also reviewed the Design and Development of Elementary North. Kristen Eastman from Legat Architect and Tom McGrath from Lamp were also present during the discussion. The discussion gave an overview of the design and development of Elementary North as it is the last project for phase five. There have been changes to the original plan for Elementary North due to many factors including a decrease in student population and the needs of the actual building. The new plan is to extensively renovate the mechanical work at the building. The bulk of the project is to update and renovate the mechanical and electrical systems because the school was built in 1977 and most of the mechanical items are original to the building. There will be renovations to the building as well such as creating a Special Education area, sensory room, office area and a treatment area. The Library Reading Center will be updated to get more natural lighting but close out noise from the pod doors.

This project is in progress to go out to bid at the end of September. Depending on the bid results, the project is estimated to start next summer.

SUPERINTENDENT'S REPORT

Dr. Hannigan welcomed everyone back to the 2022-2023 school year. The district is eager to welcome back all staff on August 15, 2022 and the 3,500+ students on August 18, 2022. Dr. Hannigan shared the board projects, reviewed the district mission statement, and discussed the four rigorous goals.

Dr. Hannigan reported Hawthorn's plan for COVID-19 mitigations. The CDC released updated guidance earlier that day, so he advised the board and community that Hawthorn's current plan may change. Hawthorn's COVID-19 plan has been crafted based on the IDPH and ISBE guidance, which was updated on June 30, 2022. The key considerations in planning for the 2022-2023 school year included a consistent implementation of required mitigation strategies, classrooms and lunchrooms will return to a pre-pandemic setting with seating charts to support contact tracing, have remote learning available for students who are in isolation or quarantine due to COVID-19, and be flexible as the IPDH and ISBE guidance can change at any time. Remote learning is and will continue to be optional. Current mitigation strategies that are continuing to be implemented are supplying PPE supplies, face masks continue to be required in school health offices, upgraded filters, surface cleaning, and contact tracing for classrooms, buses, lunch rooms, indoor recess, and after-school activities. SHIELD testing will also continue to be available for students whose parents have provided consent. It will look different this year as the kits will be sent home with the participating students and they will have to return the sample to school Wednesday mornings. The COVID-19 dashboard will continue to be updated on the Hawthorn website each Friday.

Next, Dr. Hannigan reported that Hawthorn District 73 welcomed 56 new teachers for New Teacher Orientation the week of August 8. Throughout the week, the administrative team framed the district's work by sharing Hawthorn's mission, vision and the collective commitments to the district's success. Different district departments presented new teachers with key information such as building credibility, relationship building, classroom management, curriculum, PLC's and more.

In preparation to welcome back all District 73 students, Hawthorn will have an all staff kickoff on Monday, August 15 at Middle South. All board members are invited and encouraged to attend if available.

Dr. Hannigan also reported the district's focus on school safety. In addition to all the security enhancements that were made during the summer, Hawthorn will continue to partner with the Vernon Hills Police Department and Countryside Fire Department to coordinate its' crisis response. There have been multiple meetings, a tabletop training session, and crafting a joint letter that will be sent home next week to discuss firearm safety and storage.

This year marks Hawthorn's 100th anniversary. To celebrate, the district will be using the hashtag #HawthornHits100. Be on the lookout throughout the school year for fun ways to celebrate this milestone.

Lastly, the Communications team created and launched a new Hawthorn District 73 App, which can be downloaded on either the Apple App Store or the Google Play Store. Parents and guardians will now be able to quickly check the district calendar and access quick links to report an absence, check lunch menus, add money to their student's lunch account and more. The app allows the district to push important notifications to parents in a timely fashion as needed. Information related to the District 73 app will be shared with families at the end of the week.

CONSENT AGENDA

- 7.1 Board Meeting Minutes from June 16, 2022
- 7.2 Closed Session Minutes from June 16, 2022
- 7.3 Special Session of the Board Meeting Minutes from June 21, 2022
- 7.4 Expenditure Report from August 11, 2022
- 7.5 AMEX Report from June 2022
- 7.6 AMEX Report from July 2022
- 7.7 Amazon Expense Report from July 12, 2022
- 7.8 Amazon Expense Report from August 11, 2022
- 7.9 Mastercard Report from July 2022
- 7.10 Treasurer's Report from April 2022
- 7.11 Treasurer's Report from May 2022
- 7.12 Personnel Report

25 New Hires:

25 Resignations:

4 Leaves of Absence:

3 Change of Status:

1- Retirement

25 New Hires: Shannon Owsley, Learning & Behavior Specialist, Aspen; Sabrina Urban, 5th Grade Teacher, Aspen; Ashley Altemese, 6th Grade Teacher, MS; Michaelene Behles, 7th Grade Teacher, MS; Sarah Lill, Library Media Specialist, MN; Lisa Duran, Social Worker, DL/Aspen; Sydney Sexner, Pre-K/EC Teacher, Lincoln; Annie Julius, Occupational Therapist, DO; Gloria Giron, 5th Grade Teacher, DL; Maru Um, Music Teacher, ES; Celena Dogadalski-Martensen, 8th Grade Teacher, MN; Jennifer Darnier, Certified School Nurse, DO; Emily Prager, 6th Grade Teacher, MS; Evan Lyons, Music Teacher, DL; Sarah Johnson, Speech/Language Pathologist, EN; Brandon Cutler, PE Teacher, ES/Aspen; Roshel Rivellino, Art Teacher, MN; Rebecca Wheeler, Admin Asst to Teaching & Learning, DO; Iwona Lejmbach, L/R Supervisor, TL/DL; Danae Sewood, Instructional Assistant, TL; Gail Kersten, L/R Supervisor, TL/DL; Priyanka Shinde, L/R Supervisor, ES; Sowmya Metpalli, L/R Supervisor, ES; Kristen Giebler, Student Secretary, TL; Dena Mahrenholz, Registered Nurse, HSYL

25 Resignations:Jennifer Binek, Speech/Language Pathologist, EN, 08/12/2022; Alyssa Coltun, EC Teacher, Lincoln, 06/23/2022; Marie Patsais, 5th Grade Teacher, DL/ 06/27/2022; Norma Guerrero, 5th Grade Teacher, DL, 06/27/2022; Carolyn Bolman, 8th Grade Teacher, MS, 07/05/2022; Matthew Polnow, PE Teacher, EN, 07/12/2022; Gina Zubert, Bilingual SP Teacher, ES, 07/13/2022; Melissa Bernal Pulido, 3rd Grade Teacher, DL, 07/14/2022; Courtney Lord, PE Teacher, ES, 07/15/2022; Jacob Delgado, Music Teacher, DL, 07/22/2022; Hannah Altshuler, Art Teacher, MN, 07/27/2022; Kelsey Egan, Social Worker, ES, 07/26/2022; Lori Chandler, 5th Grade Teacher, Aspen, 08/01/2022; Kellie Meyer, Speech/Language Pathologist, 08/02/2022; Angela Kim, Interventionist, MS, 08/03/2022; Lindsey Parker, Admin Asst for Teaching & Learning, DO, 07/15/2022; Anesu Bumhira, Registered Nurse, Lincoln, 06/27/2022; Amy Davis-Lemme, Instructional Assistant, ES, 07/14/2022; Molly Staehle, Registered Nurse, HSYL, 07/20/2022; Natalie Torres, Library Media Assistant, TL, 07/22/2022; Lucas Maki, Instructional Assistant, MN, 07/27/2022; Rhonda Benn, Human Resources Specialist, DO, 08/05/2022; Irene Chun, Instructional Assistant, TL, 07/29/2022; Christine Alliota, Instructional Assistant, EN, 08/01/2022; Lisa Frazier-Sweeney, Registered Nurse, EN, 08/12/2022

1 Retirement: Katherine Ori, Speech/Pathologist, MS, 05/30/2023

4 Leaves of Absence: Chelsea Reul, LBS1 Teacher, ES, 10/13/2022; Kelly So, LBS1 Teacher, ES, 11/09/2022; Brittany Walsh, 7th Grade Teacher, MS; Elizabeth Parker, 5th Grade Teacher, ES, 12/14/2022

3 Change of Status: Marlene Lippert, Student Secretary, ES; Irma Almanza, Principal Secretary, TL; Elizabeth Gutierrez, Library Media Assistant, DL

President Cleek requested to remove section 7.1 and 7.2 from the consent agenda.

RECOMMENDED MOTION: Joel Finer moved that the Board of Education approve the **Open and Closed Session Minutes from June 16, 2022** as presented; seconded by Karl Borchers.

Roll Call Vote: Wes Polen, Sonali Patil, Joel Finfer, Michael Engle, and Karl Borchers. Robin Cleek and George Fievet abstained.
Motion carried:5 ayes; 0 nays; 2 abstain

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

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

Motion carried: 7 ayes; 0 naves

Assistant Superintendent of Student Services Ms. Alicia Corrigan summarized the action item listed on tonight's agenda related to the Student Services department. Due to an Illinois School Code deadline of August 17, the board must take action on Policy 7:285 Anaphylaxis Prevention, Response and Management Program. The policy changes the name from the Food Allergy Management program to the Anaphylaxis Prevention, Response, and Management Program and updates legal references, footnotes, and cross references. It is the recommendation of the policy committee to select IASB's default option, which is "Yes." The Hawthorn Board of Education adopted policy 7:285 at the board meeting on February 24, 2022.

Assistant Superintendent of Finance & Business Operations Ms. LeeAnn Taylor reviewed the last two action items listed on tonight's agenda that relate to the business department. The IMRF Military Service Credit Resolution is seeking approval from the board this evening. The resolution would allow eligible staff to convert prior military experience to IMRF and allow current staff that needed to go into active duty to retain and earn IMRF credit while employed.

The Emergency Asphalt Change Resolution for Townline/Dual Language was the second action item under the business department. Ms. Taylor explained that this resolution is seeking approval because of unforeseen circumstances with the update to the Townline/Dual Language parking lot.

ACTION ITEMS

7:285 Anaphylaxis Prevention, Response, and Management Program

MOTION: Wes Polen moved that the Board of Education approve 7:285 Anaphylaxis Prevention, Response, and Management Program; George Fievet seconded the motion.

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

Motion carried: 7 ayes; 0 nays

IMRF Military Service Credit Resolution

MOTION: Karl Borchers moved that the Board of Education approve the IMRF Military Service Credit Resolution; Wes Polen seconded the motion.

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

Motion carried: 7 ayes; 0 nays

Emergency Asphalt Change Resolution for Townline/Dual Language

MOTION: Michael Engle moved that the Board of Education approve the Emergency Asphalt Change Resolution for Townline/Dual Language; Sonali Patil seconded the motion.

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

Motion carried: 7 ayes; 0 nays

GENERAL INFORMATION

1. Enrollment
2. FOIA Log, Dr. Hannigan reported that the District received five FOIA requests since the last board meeting and has been responded to as identified in Section 9.2 of the Board agenda.
3. Board Email Log
4. Media Clips

TOPICS FOR FUTURE DISCUSSION

Board member Mr. Karl Borchers would like to revisit the transportation update in an upcoming board meeting. President Cleek will work with Dr. Hannigan to get it on a board meeting agenda in September.

ADJOURN TO CLOSED SESSION

Pursuant to 5 ILCS 120/2(c)(21) and 5 ILCS 120/2(c)(11) President Cleek *read the motion(s) to adjourn to CLOSED SESSION for the purposes of:*

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).

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

With no further business to discuss, George Fievet made a motion to adjourn to Closed Session, seconded by Joel Finfer. The meeting adjourned at 8:41 p.m. **All in favor? Yes.**

Motion carried: 7 ayes; 0 nays

Respectfully submitted,
Jessica Flores

Robin Cleek, President

George Fievet, Secretary

Date Minutes Approved: _____