

**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
6:20 p.m. on the 17th day of August 2023**

CALL TO ORDER

Vice-President Wes Polen called the Board of Education meeting to order at 7:00 p.m. Roll call was taken prior to the meeting during the closed session portion of the meeting. Those present recited the Pledge of Allegiance.

ROLL CALL

The following members attended: George Fievet, Michael Engle, Julie Cliffod, Karl Borchers, Wes Polen, and Joel Finfer. 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. President Robin Cleek was not present at this meeting.

PUBLIC COMMENT

No public comment at this time.

RECOGNITION

No recognition at this time. Mr. Karl Borchers spoke on behalf of the recognition committee and looks forward to recognizing students and staff this upcoming year.

ANNOUNCEMENTS

No announcements at this time.

PRESIDENT'S REPORT

Vice-President Wes Polen welcomed everyone back to the 2023-2024 school year. She also reminded board members that the board agreements will be an item for discussion and potential approval for the scheduled September 7, 2023 board meeting.

ED-RED REPORT

Mr. Joel Finfer shared that on August 3, 2023, ED-RED organized a Legislative Breakfast, with over twelve legislators present and District 73 being strongly represented. He discussed ED-RED's principles involving 90 school districts, 237,000 students, and about 143,000 households. Additionally, there's an upcoming executive board retreat planned for September 11 by ED-RED.

SEDOL REPORT

Mr. Michael Engle shared that SEDOL approved the executive and governing board meeting schedule for 2023-2024. A public hearing is planned before the August 23 meeting to discuss the budget. An extension of the IAES Connections Services Agreement was approved by the executive board on July 27, 2023. The Board also endorsed a one-year contract with Therapets, extending services to Laremont School and several SEDOL Sector classrooms. The SEDOL Foundation generously contributed \$40,176.00 to cover the 2023-24 Therapets contract.

SITE & FACILITIES SUBCOMMITTEE REPORT

Mr. George Fievet reported that the Site & Facilities meeting took place on August 1, 2023. The agenda for the meeting was extensive and covered various key topics, such as updates on the progress of summer projects, and the onboarding of our new food service partner, Quest. The early completion of registration facilitated accessible transportation routes; a new route was added for HSYL school to reduce travel time. All the necessary information and relevant details from the meeting will be made accessible through the Parent Portal. Furthermore, an annual safety and security meeting was conducted, engaging all stakeholders in discussions pertaining to the safety measures in place at Hawthorn D73. Comprehensive training was provided to all new staff members, and a thorough review of safety drills was conducted in preparation for the upcoming school year.

As of now, projects planned for the year 2024 have been set in motion. Notably, the summer projects, including the renovation of Elementary South's paint and floors, the completion of Aspen's new front office, and the finishing touches of TL/DL library are set to be completed. At Elementary North, commendable progress has been achieved with the installation of temporary walls. These walls have been strategically placed to facilitate safe and efficient movement of both students and staff within the premises. Lastly, Mr. Joel Finfer and Mr. George Fievet toured all facilities, with Joel highlighting the significance of the Tower facility and emphasizing the need for greater attention to the facility building. The next Site and Facilities meeting will be held in September.

PRESENTATIONS

District Family Liaison, Ms. Gabriela Cervantes presented the Hawthorn Helpers program. Hawthorn Helpers stands as a volunteer initiative with the core purpose of leveraging the strengths of community members to provide active support for the holistic development and well-being of every child within District 73. Through the engagement of volunteers, the program aims to establish a mutually beneficial relationship that fosters positive outcomes for both the educational institutions and the local community. By participating in this program, volunteers are poised to serve as dedicated advocates for our district, playing a vital role in advancing the mission, vision, and overarching goals of District 73. Ms. Cervantes provided an overview of the current status of the program, detailing recent updates and developments. She also outlined the subsequent steps that will be taken to further refine and expand the Hawthorn Helpers program.

Assistant Superintendent of Human Resources, Mr. Adam Palmer, presented the Substitute Teacher Update. Mr. Palmer initiated his presentation by offering an overview behind the substitute teacher update. He shared the ongoing efforts related to the substitute hiring campaign, providing insights into its progress and strategies. Additionally, Mr. Palmer shared informative data that outlined the yearly distribution of active substitute

teachers. Highlighting a significant event, Mr. Palmer emphasized the recent substitute teacher orientation training held on August 14, 2023. This training session covered a wide array of critical topics, including technology integration, adherence to policies and procedures, ensuring school safety, and effective classroom management techniques. The orientation was designed to equip substitute teachers with the necessary tools and knowledge to succeed in their roles. Concluding his presentation, Mr. Palmer outlined the forthcoming steps that are in the pipeline to enhance the substitute teacher pool within Hawthorn D73. Some next steps that were shared included the substitute teacher pilot program, continuing to solicit feedback from substitute teachers, and having training available during early release Wednesdays.

DISCUSSION TOPICS

Superintendent Dr. Hannigan, accompanied by the assistant superintendents, conducted a review of Policy Press Issues 111 and 112. The policy sub-committee convened on July 31 to review any policy modifications within multiple departments, which have been incorporated into PRESS Issue 111 and PRESS Issue 112. A total of 26 policies were undertaken and reviewed by the policy committee. The bulk of these policy updates stem from routine 5-year reviews, incorporating minor adjustments tailored to align with the current operational practices of the district. These amendments were deemed essential to ensure consistency and relevance. The forthcoming step involves presenting these revised policies for approval at the September 7 board meeting.

Assistant Superintendent of Finance & Business, Ms. LeeAnn Taylor, provided an overview of the Tentative Budget Hearing process. In compliance with school code requirements, Hawthorn conducted a public hearing to facilitate discussion and gather public input concerning the tentative budget. This preliminary budget was initially presented to the board during the June board meeting. Subsequently, minor adjustments were made as additional financial information came to light. Notably, there was a slight increase in the local tax revenue. Moreover, the district received their final evidence-based funding allocation and retained its designation as a tier 3 district. These and other factors contributed to the refinement of the budget. The next step in this process entails presenting the final budget for consideration at the September 21 board meeting, during which will seek board approval.

SUPERINTENDENT'S REPORT

Dr. Hannigan welcomed everyone back to the 2023-2024 school year. Dr. Hannigan commended the Lakeside Transportation Team and the Business Department for their dedicated work in crafting streamlined bus routes for the upcoming academic year. He reminded the community that bus routes take longer during the first few weeks of school, as families and bus drivers adjust to new routines. Dismissal times may also be impacted as schools take a great deal of time checking and rechecking bus passes to ensure that students are on the correct bus. In many cases the buses won't leave the school parking lot for 15 or even 20 minutes until after the ending bell. Lastly, with the new bell schedule arrival and dismissal procedures at some buildings have changed for walkers and car riders. He asked families to be familiar with their building's procedures prior to the first day of school.

Dr. Hannigan ended his report by sharing the board projects slated for the upcoming school year, all of which are in alignment with the district's strategic plan. He discussed a total of 16 board projects, highlighting that a significant portion of these initiatives are already in progress, with active engagement and the need for further refinement.

CONSENT AGENDA

- 9.1 Board Meeting Minutes from June 15, 2023
- 9.2 Closed Session Minutes from June 15, 2024
- 9.3 Closed Session Minutes from July 6, 2023
- 9.4 Expenditure Report from June-August 2023
- 9.5 Amazon Expense Report from July 20, 2023
- 9.6 Amazon Expense Report from August 17, 2023
- 9.7 Mastercard Report from June 21, 2023
- 9.8 Treasurer's Report from April 2023
- 9.9 Treasurer's Report from May 2023
- 9.10 Treasurer's Report from June 2023
- 9.11 Personnel Report

40 New Hires:

28 Resignations:

1 Change of Status:

40 New Hires: Breana Barker, Math Teacher, MN; Shelby Behrens, Social Worker, Aspen/DL; Peter Bitterman, LBS1 Teacher, EN; Taylor Brew, 5th Grade Teacher, Aspen; Jamie Crouch, LBS1 Teacher, DL; Aimee Egger, 3rd Grade Teacher, ES; Caleigh Falk, 3rd Grade Teacher, EN; Jeremy Feger, 5th Grade Teacher, EN; Meghan Frazier, Social Worker, Lincoln; Christina Galliani, Speech Pathologist, EN; Emily Klahn, 5th Grade Teacher, TL; Gabriella Koziol, ELL Teacher, MN; Sage Kugler, Art Teacher, TL; Natalia Kwak, 1st Grade Teacher, DL; Rachael Levin, 2nd Grade Teacher, Aspen; Ashley Martinez, LBS1 Teacher, EN; Andrew Meyers, Social Worker, Aspen; Brynn Miller, 4th Grade Teacher, EN; Eryn Minkow, LBS1 Teacher, MN; Stella Murphy, STEAM Teacher, MS; Julie Raab, LBS1 Teacher, ES; Laydi Ruiz Molano, Spanish Teacher, MS; Aisha Tanovic, 3rd Grade Teacher, ES; Kiersten Teresi, 5th Grade Teacher, Aspen; Edna Thompson, 2nd Grade Teacher, DL; Daniel Vaz da Costa, PE Teacher, EN; Shannon Vitale, 3rd Grade Teacher, EN; Amanda Banty, Office Clerk, Aspen; Crystal Bratman, Instructional Assistant, TL; Shannon Cooney, Human Resources Specialist, District; Alejandra Estrada, Principal Secretary, MN; Karen Lieb, Nurse, Lincoln; Mary Linstromberg, Lunch/Recess, TL; Jaclyn Mahar, Lunch/Recess, TL; Anat Marx, Instructional Assistant, DL; Natalia Molski, Principal Secretary, EN; Shubhra Ojha, Instructional Assistant, MN; Natalie Smith, Instructional Assistant, MN; Angela Swanson, Office Clerk, EN; Jessie Wood, Student Secretary, Aspen.

28 Resignations: Brenna Albercht, 5th Grade Teacher, Aspen, 05/30/2023; Michele Alex, 3rd Grade Teacher, EN, 05/30/2023; Meredith Brown, 8th Grade Teacher, MS, 05/30/2023; Mia Carris, Spanish Teacher, MN, 05/30/2023; Elizabeth DeGrazia, Bilingual/ELL Teacher, EN, 05/30/2023; Suzanne Etherton, LBS1 Teacher, MN, 05/30/2023; Jennifer Fragassi, ELL Teacher, EN, 05/30/2023; Rhiannan Gahgan, Social Worker, Aspen, 05/30/2023; Brianna Galloway, 5th Grade Teacher, Aspen, 05/30/2023; Elizabeth Haras, Spanish Teacher, MS, 05/30/2023; Alyson Kopwalczyk, 8th Grade Teacher, MN, 05/30/2023; Lisa Lindquist, 4th Grade Teacher, Aspen, 05/30/2023; Jenna Malovey, Kindergarten Teacher, DL, 05/30/2023; Isabella Martinez, LBS1 Teacher, DL, 05/30/2023; Abby Novak, 1st Grade Teacher, TL, 05/30/2023; Monica Prindiville, Occupational Therapist, District, 05/30/2023; Jennifer Robinson, 3rd Grade Teacher, ES, 05/30/2023; Mollie Romanoff, Spanish Teacher, MS, 05/30/2023; Jacob Rubin, 5th Grade Teacher, EN, 05/30/2023; Stephanie Sordini, ELL Teacher, ES, 05/30/2023; Megan Vogeler, Art Teacher, HSYL, 05/30/2023; Consuelo Ariaz, Human Resources Specialist, District, 08/17/2023; Valentina Ayzenshteyn, Office Clerk, TL/DL, 08/07/2023; Susan Bennett, Student Secretary, Aspen, 08/01/2023; Judy Crawford, Principal Secretary, EN, 08/03/2023; Jennifer Darner, Nurse, District, 05/30/2023; Shana Givens, Instructional Assistant, ES, 05/30/2023; Barabara Nellans, Instructional Assistant, MN, 05/30/2023.

1 Change of Status: Andrea Carrero, Human Resources Specialist, District, 07/31/2023.

Mr. Michael Engle requested to remove section 9.1 and 9.2 from the consent agenda.

RECOMMENDED MOTION: George Fievet moved that the Board of Education approve the **Open and Closed Session Minutes from June 15, 2023** as presented; seconded by Joel Finfer.

Roll Call Vote: Wes Polen, Julie Clifford, Joel Finfer, George Fievet and Karl Borchers. Michael Engle abstained.

Motion carried: 5 ayes; 0 nays; 1 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, Julie Clifford, Michael Engle, George Fievet, and Karl Borchers.

Motion carried: 6 ayes; 0 nays

GENERAL INFORMATION

1. Enrollment
2. FOIA Log, Dr. Hannigan reported that the District received six FOIA requests since the last board meeting and has been responded to as identified in Section 10.2 of the Board agenda.
3. Media Clips

TOPICS FOR FUTURE DISCUSSION

No future discussion items at this time.

ADJOURNMENT

With no further business to discuss, Karl Borchers made a motion to adjourn the Open Session, seconded by Joel Finfer. The meeting adjourned at 7:44 p.m. **All in favor? Yes.**

Motion carried: 6 ayes; 0 nays

Respectfully submitted,
Jessica Flores

Robin Cleek, President

George Fievet, Secretary

Date Minutes Approved: _____