

**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 21st day of September 2023**

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: Joel Finfer, Michael Engle, Julie Clifford, Karl Borchers, George Fievet, Robin Cleek, and Wes Polen. Also in attendance were Asst. Supt. of Finance & Business Operations Ms. LeeAnn Taylor; Asst. Supt. of Teaching, Learning & Innovation Dr. 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 was made or emailed in.

RECOGNITION

Vice President Wes Polen and Board Member Karl Borchers spoke on behalf of the Recognition Committee to recognize some outstanding Hawthorn staff. Building Assistant Supervisor, Lauren Sachs was recognized for her remarkable leadership and compassion at Townline Elementary. Teacher Ellen Eiter was recognized for her unparalleled dedication, innovation, and advocacy at Middle South. Principal Secretary Wendy Giovanetto was recognized for her exceptional commitment and kindness at Aspen Elementary. All staff members were given a Certificate of Appreciation.

ANNOUNCEMENTS

No announcements at this time.

PRESIDENT'S REPORT

President Robin Cleek encouraged board members to RSVP for the upcoming Illinois Association of School Boards dinner, highlighting that the State Superintendent will be the guest speaker.

ED-RED REPORT

No report at this time.

SEDOL REPORT

Mr. Michael Engle reported that SEDOL's last governing board meeting was on August 23, 2023 and the last executive board meeting was on September 21, 2023. There was an update on staffing and a review of the current open vacancies. Additionally, Mr. Engle gave an update on the comprehensive review of SEDOL. The Board approved the Program Review Quarterly Monitoring and Support Proposal from Exceptional Learning Solutions. This is a two year contract (October 2023- August 2025) and will include monitoring, implementation support, planning and travel costs. The monitoring is designed to coach and provide accountability to the Standards for Exceptional Service (SES) teams. These services will be provided mainly onsite with a cost of \$85,850. The funds will come from restricted carryover Alternative Learning Opportunities Programs (ALOP) funds. The SES Safety team hosted interviews and made a recommendation pending board approval for the Crisis and Safety Specialist position. The next governing board meeting is scheduled for October 26, 2023 and the next executive board meeting is scheduled for December 7, 2023.

SITE & FACILITIES SUBCOMMITTEE REPORT

Mr. George Fievet reported that the Site & Facilities meeting convened on September 12, 2023, covering a range of topics. These discussions included future construction and mechanical projects, an update on the progress of the Elementary North construction, and updates related to the start of the academic year. The district has set aside an annual budget of \$2 million for facility maintenance and enhancement projects. Plans are underway for mechanical work and flooring improvements at Middle North, a project expected to span two summers, with library renovations scheduled to begin in the summer of 2025. Progress on the Townline/Dual Language library is also nearing completion. Additionally, preparations for the district office renovations will soon begin, necessitating the temporary relocation of staff members. Mr. Fievet conveyed that district registrars will be temporarily based at Middle South during this period. Transportation services have remained stable since the start of the academic year, with quick corrections made to routes when necessary. Furthermore, the relocation of the Lakeside headquarters to Libertyville has contributed to improved response times, demonstrating the district's commitment to efficiency. The next Site & Facilities meeting, scheduled for October, as the district continues to address updates on the food service and the Elementary North project.

PRESENTATIONS

Assistant Superintendent of Human Resources, Adam Palmer, presented the annual Tenth Day Enrollment Report, offering a snapshot of student numbers for the 2023-2024 academic year. He also updated the board on new hires, announcing the addition of 60 new staff members to the Hawthorn team. In summary, the district's allocation of staff continues to afford the district with the opportunity to provide top tier instruction for students and will continue to move forward by regularly monitoring student enrollment numbers to maintain appropriate staffing levels. Mr. Palmer looks forward to providing the board with a comprehensive staffing plan next Spring for the 2024-2025 school year.

DISCUSSION ITEMS

Assistant Superintendent of Finance & Business Operations Ms. LeeAnn Taylor reviewed the resolution abating the working cash fund of the district. On September 12, 2023 the Site and Facilities Committee met to discuss upcoming Facilities projects and a continuous plan of renovation and improvement to our district. The funds generated by the referendum will be fully spent by spring of 2024. The business office is recommending that \$2 million from the operating fund balance be abated from the working cash fund to be put towards ongoing capital projects. This resolution will be an action item for the upcoming October board meeting.

SUPERINTENDENT'S REPORT

Dr. Hannigan received consensus from the Board of Education to discuss the FLEX period and traffic operations in the upcoming presentation on the 7-hour instructional day, scheduled for December 14th.

CONSENT AGENDA

- 7.1 Board Meeting Minutes from September 7, 2023
- 7.2 Expenditure Report from September 21, 2023
- 7.3 Amazon Expense Report from September 21, 2023
- 7.4 Mastercard Report from July 21, 2023
- 7.5 Treasurer's Report from July 2023
- 7.6 Personnel Report

3 Resignations:

5 Leaves of Absence:

2 Change of Status:

3 Resignations: Patricia Luna, Coordinator of Teaching and Learning, DO, 10/06/2023; Ashley Martinez, LBS1 Teacher, EN, 9/22/2023; Joan Chung, Instructional Assistant, Aspen, 09/22/2023

5 Leaves of Absence: Julia Flannery, Social Worker, EN, 11/21/2023; Sarah Long, Adaptive P.E. Teacher, District, 11/27/2023; Jennifer Morrow, 1st Grade Teacher, TL, 09/19/2023; Jessica Reese, Science Teacher, MS, 11/27/2023; Renee Schiemann, Social Studies Teacher, MS, 09/26/2023

2 Change of Status: Katie Rayome, Benefits Specialist, DO, 09/26/2023; Meenakshi Sharma, Instructional Assistant, EN, 9/11/2023

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

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

Motion carried: 7 ayes; 0 nays

GENERAL INFORMATION

1. Enrollment - Uploaded
 2. FOIA Log, Dr. Hannigan reported that the District has not received any FOIA requests since the last board meeting and has been responded to as identified in Section 8.2 of the Board agenda.
 3. Media Clips
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TOPICS FOR FUTURE DISCUSSION

No topics for future discussion at this time.

ADJOURN TO CLOSED SESSION

Pursuant to 5 ILCS 120/2(c)(1) President Cleek read the motion(s) to adjourn to CLOSED SESSION for the purposes of:

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1).

With no further business to discuss, Wes Polen made a motion to adjourn to Closed Session, seconded by George Fievet. The meeting adjourned at 7:29p.m. **All in favor? Yes.**

Motion carried: 7 ayes; 0 nays

Respectfully submitted,
Jessica Flores

Robin Cleek, President

George Fievet, Secretary

Date Minutes Approved: _____