

**Minutes of the Regular Board of Education Meeting of  
Hawthorn Community Consolidated District #73, Lake County, Illinois  
430 N. Aspen Drive, Vernon Hills, IL 60061  
7:00 p.m. on the 14th day of December 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**

Board member Karl Borchers spoke on behalf of the recognition committee to formally recognize some outstanding Hawthorn staff. Mandy Klipinster, Speech Language Pathologist at Lincoln, was the first to be recognized that night, nominated by Jessica Sanchez who praised Mandy's creativity in speech activities during their 3-year tenure at Hawthorn. Mandy was presented with a certificate of recognition.

Bethany Dahm, fifth grade teacher at Elementary South, was the second staff member to be recognized. She was nominated by Danielle Webster as an exceptional person who always lends a helping hand. Principal Christy Hunter commended Bethany's diverse roles in enhancing Elementary South's student experience, showcasing her reflective teaching style and earning her this well-deserved recognition. Bethany was presented with a certificate of recognition.

Kelly Wilton, EL support teacher at Elementary South, was the third staff member to receive recognition. She was nominated by Stephanie Sordini for her dedication as a team player over four years. Principal Christy Hunter praised Kelly's positivity, student-centered approach, and invaluable contributions to the Hawthorn community, celebrating her well-deserved recognition within the D73 family. Kelly was presented with a certificate of recognition.

Debbie Goodrich, an occupational therapist at Hawthorn School of Dual Language and Aspen Elementary, was the fourth staff member to receive recognition. She was nominated by Lauren Borches for her commitment to creating an inclusive and enjoyable learning environment. Recognized for going above and beyond in crafting engaging projects and ensuring students' social-emotional well-being, Debbie's collaborative spirit and dedication were celebrated, expressing gratitude for her invaluable contributions at Hawthorn. Debbie was presented with a certificate of recognition.

Stephanie Olson, EL support teacher at Aspen, was the fifth staff member to receive recognition. Stephanie was nominated by Lisa Williamson whose thorough letter highlighted Stephanie's exceptional qualities as an EL Teacher at Aspen. Lisa praised Stephanie's dedication to literacy teaching, continuous professional growth, and invaluable contributions beyond the classroom, underscoring her significant positive impact within Hawthorn District 73. Stephanie was presented with a certificate of recognition.

The last staff member to receive recognition was Mr. Marc Coplon, a bus driver employed by Lakeside Transportation. He was nominated by School of Dual Language Building Assistant Supervisor Meghan Caby, who praised his exceptional service as a bus driver that surpassed regular duties. Highlighted for his care and personal attention to Hawthorn 73 students, Marc's extraordinary dedication and kindness redefined the role of a bus driver, earning him a well-deserved recognition from Hawthorn District 73 and the Board of Education. Mr. Marc Coplon was presented with a certificate of recognition.

Recognition ended by recognizing several Hawthorn District 73 students from Middle North and Middle South who were chosen for the esteemed Illinois Music Education Association (ILMEA) District 7 Music Festival, where they joined over 350 performers from 87 schools in a prestigious concert led by renowned conductors. Congratulations to our talented students for their outstanding achievements at the ILMEA Fall Festivals! All students were presented with a certificate of recognition and a medal.

President Cleek issued a recess. The meeting resumed at 7:20pm.

## **ANNOUNCEMENTS**

Board Secretary Mr. George Fievet thanked the Hawthorn PTO for generously presenting all board members with a discount card. The PTO's small token of appreciation was greatly appreciated.

Vice President Wes Polen congratulated the Hawthorn Middle North and Middle South Pom's teams for their outstanding performance at the Illinois Drill Team Association competition in Freeport, Illinois. She announced that the Middle North team placed 1st and the Middle South team placed 2nd. Both teams have qualified for the State competition scheduled for February.

## **PRESIDENT'S REPORT**

President Cleek reported that she attended the IASB Legislative Breakfast along with Assistant Superintendent of Teaching & Learning Dr. Allison Stein and board members Julie Clifford & Joel Finfer. The breakfast was structured as a panel, allowing legislative representatives to address various questions and concerns. Discussions covered topics such as teacher and administrator shortages, pension liabilities, and evidence-based funding models. It was a productive session, providing insight into future steps. President Cleek also spoke on behalf of the board to wish Dr. Hannigan an early birthday. She ended her report by wishing the Hawthorn community a safe winter break.

## **ED-RED REPORT**

Mr. Joel Finfer reported that ED-RED is hosting their annual Legislative Dinner scheduled for January 29, 2024 and a summit on June 12, 2024. These events are designed with the purpose of adding significant value to ED-RED memberships while ensuring strong representation for District 73 in legislative matters.

## **SEDOL REPORT**

Mr. Michael Engle reported that SEDOL's last governing board meeting was on December 6, 2023 and the last executive board meeting was on December 14, 2023. Superintendent Val Donnon announced that she will be retiring from her position effective June 30, 2024. A plan of action to select a new superintendent will be shared with the SEDOL board. On December 5, ELS shared an update with the SEDOL community in regards to their program review consisting of onsite meetings and building visits in the district. During April and May of 2023, ELS will be providing quarterly monitoring and support services. The first onsite visit took place in October 2023 followed by scheduled visits in January, April and June or July of 2024. Following the completion of the first four onsite monthly visits, ELS will provide an update at the June or July executive board meeting. The update will be a verbal presentation highlighting accomplishments made by SEDOL over the year along with progress updates and recommendations. The ELS report can be found on the SEDOL website. The next executive board meeting will be held on January 25, 2024 and the next governing board meeting will be held on March 6, 2024.

## **SITE & FACILITIES SUBCOMMITTEE REPORT**

Mr. George Fievet reported that the last Site & Facilities meeting was held on December 4, 2023. Some of the topics discussed were the bid results for summer projects and the details of the safety audit being conducted. The safety audit is set to kick off at an elementary and a middle school, aiming to conduct a thorough assessment of operational strengths and areas for improvement. It presents an opportunity for the vendor to revisit other district buildings, accounting for changes since their initial construction. The audit will start this winter and a report should be available by Spring. Lastly, there was a conversation with GSF, the district's cleaning service, to review the current contract and strengthen the relationship between the district and GSF. The district thanks GSF for accommodating the new LVT flooring around the district which requires a special process. GSF took care of the new flooring and is an asset in taking care of all Hawthorn buildings.

## **WELLNESS COMMITTEE REPORT**

No report at this time.

## **PRESENTATIONS**

The Hawthorn Assistant Superintendents and Middle School Administration provided the board with an update on the 7-Hour Instructional Day Schedule, including both elementary and middle school schedules. At the middle school level, students experience a variety of learning experiences and opportunities throughout their instructional day. The common bell schedule across grade levels was created to provide a more organized environment for learning. On Wednesdays, all students participate in an extended Advisory session to focus on social emotional learning as well as a FLEX period. Ongoing professional development during Early Release sessions supports school improvement, aligning action steps with each school's improvement plan. The administrative team also established a timeline for the master schedule build process for the 2024-2025 school year. The team began its work in October and will continue through June; the master schedule build process at the elementary and middle schools is ongoing. At this time, Hawthorn staff have participated in a survey to share feedback regarding the current schedule, as well as their teaching and extra-curricular preferences. As needs arise during the planning and/or implementation of the schedule, tweaks and adjustments are made to reflect the district's model of continuous improvement. Additionally, the board received an update on transportation in relation to the new schedule.

## **DISCUSSION ITEMS**

Dr. Hannigan shared the proposed 2024-2025 calendar. On November 16, 2023, the Calendar Committee convened including District Administrators, Elementary and Middle School Building Administrators, and HEA members to establish the calendar parameters for the 2024-2025 school year. The committee formulated a survey to gather staff preferences regarding the scheduling of three teacher institute days at the beginning of the school year, seeking feedback on whether they prefer these days at the week's start (Monday to Wednesday) or end (Wednesday to Friday). Considering the responses, the committee proposed the school year commence on Monday, August 19, for pre-K through 8th grade, with the tentative last day being Wednesday, May 28, depending upon no inclement weather days. Formal board approval is anticipated during the January board meeting.

Dr. Hannigan also discussed the The Data Sharing Agreement with D73, D75, and D79. The purpose for this data sharing agreement is to match the district's current practice. This agreement supports the operations of the tri-district Lincoln Early Learning Center, where employees from each district are involved. In summary, the data is shared in order for the employees to have access to student data in order to perform their duties as staff in these programs. The current IGA will be updated by adding this agreement to ensure there is clarity and legal standing for shared data.

Assistant Superintendent of Business & Finance, Ms. LeeAnn Taylor shared the bid results for the 2024-2025 Summer Projects. Ms. Taylor was accompanied by Tom McGrath from Lamp and reviewed the bid process and the number of contractors who submitted bids. The current summer projects may not showcase immediate visual appeal as previous projects but will focus on a behind-the-scenes approach. The focus is to update building automation and HVAC systems. The lowest bidder for the HVAC aspect is a contractor already familiar with our district. The business department is pleased with the project and bid outcomes. The summer projects over the next two years aim to enhance maintenance efficiency, making future repairs more manageable and reducing long-term maintenance expenses.

Lastly, Assistant Superintendent of Student Services, Ms. Alicia Corrigan discussed the Policy 7:270 Administering Medicines to Students. Due to the implementation of Public Act 103-0348, which requires school districts to maintain undesignated opioid antagonists starting January 1, 2024, the board is required to take action on Policy 7:270 Administering Medicine to Students prior to January 1, 2024. Policy 7:270 is updated to align with Public Act 103-0348, mandating undesignated opioid antagonists in school settings. The policy is also updated to match new laws, adjusting cross references and footnotes accordingly. There's also a choice regarding stocking undesignated oxygen tanks. The district, after consultation with the District legal team recommended to not maintain an undesignated supply of oxygen for the District. Because Hawthorn District 73 is not a special education facility and does not have students requiring oxygen tanks in school, the district recommends the board say no to keeping undesignated oxygen tanks within the buildings.

## **SUPERINTENDENT'S REPORT**

Dr. Hannigan introduced the third episode of 'Hawthorn's Superpowers.' The series aims to highlight each school building's distinctive strengths, emphasizing their unwavering commitment and collective efforts. Hawthorn Elementary South and Hawthorn Elementary North showcased their unique superpowers.

Dr. Hannigan ended his report by wishing the community a relaxing and enjoyable winter break.

## **CONSENT AGENDA**

- 7.1 Board Meeting Minutes from November 9, 2023
- 7.2 Closed Meeting Minutes from November 9, 2023
- 7.3 Expenditure Report from December 14, 2023
- 7.4 Mastercard Report from October 23, 2023
- 7.5 Amazon Expense Report from December 14, 2023
- 7.6 Treasurer's Report from October 2023
- 7.7 Personnel Report

9 New Hires:

4 Leaves of Absence:

5 Resignations:

2 Change of Status:

9 New Hires: Lilith Marcus, ELL Teacher, EN; Danielle Webster, ELL Teacher, ES; Sumi Borthakur, Lunch/Recess Supervisor, HSYL; Matthew Collins, Instructional Assistant, MS; Doaa Elshafei, Instructional Assistant, TL; Marcia Kramer, Instructional Assistant, HSYL; Mikayla Prosi, Instructional Assistant, Aspen; Kalaivani Sekar, Lunch/Recess Supervisor, HSYL; Purva Shah, Instructional Assistant, Aspen.

4 Leaves of Absence: Holly Salazar, Instructional Assistant, ES, 11/30/2023; Cheryl Wickland, Instructional Assistant, Lincoln, 12/21/2023; Yuridia Mancilla, Teacher, DL, 01/08/2024; Jennifer Scharfenberg, Student Services Coordinator, District, 02/27/2024.

5 Resignations: Anima Dubey, Instructional Assistant, EN, 01/11/2024; Ankita Jain, Lunch/Recess Supervisor, TL, 12/01/2023; Myung Hwa Kim, Lunch/Recess Supervisor, TL, 12/12/2023; Mary Linstromberg, Lunch/Recess Supervisor, TL, 11/28/2023; Soma Maity, Lunch/Recess Supervisor, 12/01/2023.

2 Change of Status: Leena Patil, Instructional Assistant, Aspen, 12/18/2023; Jenna Stern, Principal, HSYL, 07/01/2024.

Dr. Hannigan was honored to make the board recommendation to appoint Jenna Stern for the Principal position at Hawthorn School for Young Learners for the upcoming school year. Jenna's commitment and passion have shone brightly in the district for twelve years. Jenna's unwavering commitment to the Hawthorn community aligns with the district's core values.

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

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

**Motion carried: 7 ayes; 0 nays**

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Assistant Superintendent of Finance & Business Operations Ms. LeeAnn Taylor reviewed the action items related to the business department. The business department is seeking approval for the Resolution Authorizing a Supplemental Tax Levy to Pay the Principal of and Interest on Outstanding Limited Bonds of the District and the Resolution to Levy 2023 Property Taxes. Last year, owing to a 7% Consumer Price Index (CPI) adjustment, a supplemental levy was not proposed. However, for the 2023 Levy Year, with guidance from Elizabeth Hennessy at Raymond James, the district has prepared levy documents for board authorization, including a supplemental levy amount of \$775,408 dedicated to servicing the principal and interest on bonds. Additionally, the district is requesting board approval to levy a total of \$53,577,714 as presented.

Assistant Superintendent of Student Services, Ms. Alicia Corrigan revisited the last action item seeking board approval. Policy 7:270 Administering Medicines to Students. As discussed, the district seeks board approval to take action on Policy 7:270 to allow Hawthorn to meet the Public Act 103-0348 requirement of maintaining undesignated opioid antagonists. Additionally, the district proposes the board answer no to the question on maintaining oxygen tanks as outlined in the discussion portion of tonight's meeting.

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#### **ACTION ITEMS**

Resolution Authorizing a Supplemental Tax Levy to Pay the Principal of and Interest on Outstanding Limited Bonds of the District

MOTION: George Fievet moved that the Board of Education approve the Resolution Authorizing a Supplemental Tax Levy to Pay the Principal of and Interest on Outstanding Limited Bonds of the District; Michael Engle seconded the motion.

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

**Motion carried: 7 ayes; 0 nays**

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Resolution to Levy 2023 Property Taxes

MOTION: George Fievet moved that the Board of Education approve the Resolution to Levy 2023 Property Taxes; Karl Borchers seconded the motion.

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

**Motion carried: 7 ayes; 0 nays**

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7:270 Administering Medicines to Students

MOTION: Wes Polen moved that the Board of Education approve the Policy 7:270 Administering Medicines to Students; Julie Clifford seconded the motion.

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

**Motion carried: 7 ayes; 0 nays**

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**GENERAL INFORMATION**

1. Enrollment - Uploaded
  2. FOIA Log, Dr. Hannigan reported that the District has received two FOIA requests since the last board meeting and has been responded to as identified in Section 9.2 of the Board agenda.
  3. Media Clips
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**TOPICS FOR FUTURE DISCUSSION**

No future topics at this time.

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**ADJOURNMENT**

With no further business to discuss, Joel Finfer made a motion to adjourn the meeting, seconded by George Fievet. The meeting adjourned at 8:19 p.m. **All in favor? Yes.**

**Motion carried: 7 ayes; 0 nays**

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Respectfully submitted,  
Jessica Flores

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Robin Cleek, President

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George Fievet, Secretary

Date Minutes Approved: \_\_\_\_\_