

**Minutes of the Regular Board of Education Meeting of
Hawthorn Community Consolidated District #73, Lake County, Illinois
841 W. End Ct, Vernon Hills IL 60061
7:00 p.m. on the 11th day of January 2024**

CALL TO ORDER

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

ROLL CALL

The Board Secretary called attendance and the following members attended: Joel Finfer, Michael Engle, Julie Clifford, 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. Board member Karl Borchers was not in attendance.

PUBLIC COMMENT

Ms. Erin Roche, the President of the Hawthorn Education Association (HEA), expressed gratitude to the board members for their continuous support and contributions to the Hawthorn community during School Board Recognition Month in January. Accompanied by HEA representatives Millie Naughton and Cassie Peterson, Ms. Roche presented the board with a token of appreciation.

RECOGNITION

Vice President Wes Polen spoke on behalf of the Recognition Committee to proudly acknowledge the achievements of Megan Faith, Aspen Elementary's Building Assistant Supervisor. Ms. Faith was nominated for her impactful efforts in enriching the lives of students and teachers everyday. Ms. Faith was awarded a certificate of recognition.

ANNOUNCEMENTS

No announcements at this time.

PRESIDENT'S REPORT

President Cleek reminded members to confirm their attendance with Ms. Jessica Flores for the upcoming Ed-Red dinner on January 29 and the IASB dinner on March 13. Dr. Hannigan and Communications Specialist Samantha Cook are scheduled to present at the IASB dinner. Additionally, President Cleek extended thanks to the Hawthorn Education Association (HEA) and conveyed well wishes for the remainder of the year, while also welcoming back everyone from winter break.

ED-RED REPORT

No report at this time.

SEDOL REPORT

Mr. Michael Engle reported that the last executive board meeting took place on December 14, 2023 and the last governing board meeting was on December 6, 2023. The executive board has recommended accepting Superintendent Donnan's retirement, effective June 30, 2024. This recommendation will be presented to the governing board on March 6, 2024. The board is considering hiring an interim superintendent or multiple interims for the upcoming year and is in the process of identifying potential candidates with the desired qualities, skills, and experiences. The executive board aims to propose a candidate or candidates for approval at the next governing board meeting. The next executive board meeting is scheduled for January 25, 2024 and the next governing board meeting is scheduled for March 6, 2024.

SITE & FACILITIES SUBCOMMITTEE REPORT

No report at this time.

WELLNESS COMMITTEE REPORT

No report at this time.

DISCUSSION ITEMS

Assistant Superintendent of Human Resources, Mr. Adam Palmer presented the Resolution Authorizing Hiring of Personnel. The current hiring procedure requires prospective employees to wait until the next Board of Education meeting for approval before starting employment, often leading to a few weeks delay from the initial job offer. This delay can result in candidates choosing positions elsewhere. The proposed resolution allows the superintendent to expedite hiring while maintaining the board's right to formally approve all personnel hires. The employment of any individual hired by the superintendent would still require formal approval by the Board of Education.

Assistant Superintendent of Business and Operations, Ms. LeeAnn Taylor presented an overview of the 2024-2025 student fees, highlighting the district's efforts to simplify and align fees per grade level, ensuring clarity and consistency for parents. She detailed the successful implementation of an early-registration discount introduced last year, with a significant majority of families taking advantage of the savings. Looking ahead, Ms. Taylor outlined a revised, more proportional discount structure for early registration, reflecting the district's commitment to financial transparency and efficiency. Additionally, she provided a historical perspective on fee adjustments, ensuring that the district's fees remain competitive and aligned with technological and logistical needs.

Ms. LeeAnn Taylor also discussed the 2024 Summer School Fees, stating that no fee increase is proposed for the Hawthorn Enrichment Institute (HEI) and music programs, maintaining the rate of \$7 per hour. She explained that the primary expense for summer school is licensed staffing, and since there hasn't been a recent increase in the staffing pay rate of \$41 per hour, the business office doesn't recommend raising summer school fees at this time. However, Ms. Taylor suggested that any future adjustments to summer school fees could be considered in tandem with changes in staff compensation, as negotiated in the HEA contract, since staffing costs represent the majority of the summer school expenses.

SUPERINTENDENT'S REPORT

Dr. Hannigan welcomed everyone back from Winter Break. He extended a special thank you to Hawthorn Middle North, Hawthorn Middle South, and Hawthorn Elementary South for hosting district staff during the renovations at the district office. He expressed admiration for the newly revamped space. Dr. Hannigan also gave a special shout-out to the hardworking maintenance department for ensuring a smooth transition back to the district office and for their dedicated efforts in snow plowing, keeping the sidewalks and parkways safe for both students and staff. Their commitment is truly appreciated.

CONSENT AGENDA

- 6.1 Board Meeting Minutes from December 14, 2023
- 6.2 Expenditure Report from January 11, 2024
- 6.3 Amazon Expense Report for January 11, 2024
- 6.4 Mastercard Report from November 21, 2023
- 6.5 Personnel Report

6 New Hires:

1 Retirement:

4 Resignations:

6 New Hires: Kristy Ciaglo, Interventionist, ES; Aaron Chan, Health Clerk, MS; Ritu Dhayal, Lunch/Recess Supervisor, TL; Ankita Jain, Instructional Assistant, EN; Madeline Schanke, Instructional Assistant, EN; Colby Schiller, Lunch/Recess Supervisor, ES.

4 Resignations: Doaa Elshafei, Instructional Assistant, TL, 12/21/2023; Purva Shah, Instructional Assistant, Aspen, 12/13/2023; Michael Wallace Jr, Maintenance, District, 12/29/2023; Jessie Wood, Student Secretary, Aspen, 12/29/2023.

1 Retirement: Christine Schmitt, 4th Grade Teacher, Aspen, 06/2028.

RECOMMENDED MOTION: George Fievet 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, and George Fievet.

Motion carried: 6 ayes; 0 nays

Superintendent Dr. Peter Hannigan discussed the proposed student calendar for the 2024-2025 school year. He noted that the calendar committee established the schedule, which includes 176 student attendance days and four teacher institute days. According to the proposed calendar, staff attendance begins on Wednesday, August 14, 2024 with students starting on Monday, August 19, 2024. The tentative last day for students is set for Wednesday, May 28, 2025, assuming no days are lost to inclement weather. Additionally, he noted that the district is coordinating with the shared districts regarding Lincoln screening days, and once those dates are finalized, they will be communicated to staff and families.

The next action item addressed by Dr. Peter Hannigan was the Data Sharing Agreement involving Districts 73, 75, and 79. The agreement aims to formalize and align with current practices where employees from each participating district access confidential

student data as part of their roles in the program. This agreement is introduced to address the absence of relevant clauses in the current IGA, ensuring legal clarity and standing for the shared data.

Assistant Superintendent of Finance & Business Operations Ms. Taylor reviewed the action item related to the business department. The business department is seeking approval for the bid results for the 2024-2024 summer projects. Ms. Taylor presented the bid results for the building automation upgrades scheduled for Summer 2024-2025 at Aspen, District Office, Townline, and Middle North. She noted that Tom McGrath from Lamp previously shared details of the two received bids, with Applied Controls being the lower bidder. Applied Controls, currently working at EN, is a vendor the district is confident in. Ms. Taylor requested board approval for the bid, reminding that the project aligns with the district's annual capital project planning and has been discussed and vetted at the site and facilities committee level.

ACTION ITEMS

2024-2025 Student Calendar

MOTION: Wes Polen moved that the Board of Education approve the 2024-2025 Student Calendar; Michael Engle seconded the motion.

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

Motion carried: 6 ayes; 0 nays

Data Sharing Agreement with D73, D75, and D79

MOTION: Joel Finfer moved that the Board of Education approve the Data Sharing Agreement with D73, D75, and D79; George Fievet seconded the motion.

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

Motion carried: 6 ayes; 0 nays

Bid Results for the 2024-2025 Summer Projects

MOTION: Joel Finfer moved that the Board of Education approve the Bid Results for the 2024-2025 Summer Projects; George Fievet seconded the motion.

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

Motion carried: 6 ayes; 0 nays

GENERAL INFORMATION

1. Enrollment - Uploaded
2. FOIA Log, Dr. Hannigan reported that the District has received one FOIA request since the last board meeting and has been responded to as identified in Section 8.2 of the Board agenda.
3. Media Clips

TOPICS FOR FUTURE DISCUSSION

No future topics at this time.

ADJOURNMENT

With no further business to discuss, Joel Finfer made a motion to adjourn the Open Session, seconded by George Fievet. The meeting adjourned at 7:26 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: _____