

**Minutes of the Site and Facilities Committee Meeting of  
Hawthorn Community Consolidated District #73, Lake County, Illinois  
841 West End Ct, Vernon Hills, IL 60061  
12:00 pm on the 5th day of August 2025**

Board Members Present: Jennifer Akin Asst. Supt. of Finance and Business Operations, Stephanie Peters and George Fievet, Board Members

Absent: None

Others Present, Jennifer Ezop, Administrative Assistant, Mike Labbe, Director of Facilities, Luke Bruschuk, Technology Support Supervisor, Bill Guenther, Safety and Security Specialist and Cindy Hooten, Business Coordinator.

1.1 Meeting called to order at 12:02pm

1.2 Roll Call: Stephanie Peters and George Fievet present

1.3 Public Comment: None

**Discussion Items**

**2.1 Grant Funding Update**

Mrs. Akin reviewed the status of district grant applications. Title I has opened, and the district's application was submitted and approved. Title IIA is currently on hold, and if it does not open, the district will cover expenses with local funds. The status of Title III remains uncertain at this time. Title IVA, Student Support, has opened and was approved upon completion of the application, while the district does not qualify for Title IV. The IDEA Federal grant remains unaffected.

**2.2 Student Meal Price Discussion**

Mrs. Akin informed the committee the NSLP paid lunch equity tool was not released until June 5th, 2025. According to results of the calculations of the PLE, meal prices will go up \$.10 to \$3.60 from \$3.50.

**2.3 Managed Service Discussion**

The district is now in its second week of full Impact integration. District and Impact officials will be reviewing communication protocols to establish the most effective process for workflow and follow-through.

**2.4 Crisis Alert Installation Update**

Mr. Labbe met with Cegentix and informed the committee an expected two month rollout is expected. Testing and training dates will be established once systems are in place.

**2.5 RFID Badge Discussion**

Mrs. Akin updated the committee that RFID cards have been printed by the district's vendor, with distribution expected to be completed before the start of school. Returning students will receive their tags at supply

drop-off. On August 18, a communication will be sent to all bus-riding families encouraging them to download the My Ride K-12 app to receive real-time notifications on student scans, as well as arrival and departure times.

## **2.6 Middle North Construction Update**

Mr. Labbe reported the Middle North front office is complete. The Middle North library will be open for student full use in October. Punch list items from Elementary North are being worked on and should be completed by the start of school. Townline/Dual Language music rooms have been recarped over the summer. Exit doors have been replaced leading out to the playground.

## **2.6 Food Service Discussion**

The district will host four events over the next three weeks. An all-staff breakfast is scheduled for August 18, with Quest providing breakfast for an all staff meeting. In addition, Quest will provide a special lunch for our bus drivers on Friday, August 15, to show appreciation for their service. Quest has also introduced a new catering menu that features a variety of reasonable options at competitive prices. The district welcomed Tim Almy as the new Quest district manager. Families and staff can also look forward to an increase in vegetarian options as part of the updated offerings.

## **Action Items**

### **3.1 Approval of Site and Facilities Minutes May 6, 2025**

Motion by George Fievet and seconded by Stephanie Peters to approve 2 ayes, 0 nays.

### **4.1 Future Meeting Topics**

- Managed Service Provider
- Grant Funding
- Food Service
- Transportation to be presented at the September BOE meeting

With no further items to discuss, the meeting adjourned at 12:36pm. Motion by George Fievet and seconded by Stephanie Peters.

Respectfully submitted,  
Jennifer Ezop

---

Jennifer Akin, Asst Superintendent  
of Finance and Business Operations

---

George Fievet, Board Member

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