

**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 9th day of September 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, VP Trinh, Arcon Associates, Annie Egler, Tom McGrath, Lamp Construction 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 Future Summer Projects

The Site and Facilities Committee will be presented with a design plan for the Middle South library and front office at the October Site and Facilities meeting. Following this presentation, the plans will be shared with the Board of Education for discussion at its October 17th meeting, with approval to proceed to bid anticipated at the November board meeting. In preparation, the design team will meet with stakeholders over the next month to gather input on layout needs. The district has allocated \$2.5 million to support summer projects planned for 2026-2027.

2.2 26-27 Activity and Registration Fees

Mrs. Akin reviewed the current student fees for sports and activities with the committee. The committee recommended restructuring the fee schedule to include a slight increase beginning in the 2026–2027 school year. Mrs. Akin will further analyze the figures and present an alternative fee structure for the committee’s consideration at a future meeting.

2.3 Transportation Update

Mrs. Akin reported that beginning-of-year transportation operations are running smoothly. She noted that more than 1,300 parents have downloaded the My Ride K-12 app and that bus routes are currently running an average of 40 minutes. She also informed the committee that the district’s transportation contract is due to expire June 2027. All Special Education routes have been fully incorporated into the Lakeside transportation system.

2.4 Operational Technology Update

Mrs. Akin reviewed department restructuring of the technology department. A slow and controlled transition has taken place and an assessment is scheduled for Friday, September 12th. A five year technology roadmap will be provided to the district for planning.

2.5 Grant Funding Update

Mrs. Akin reported updates on the Title grants.

Title I-A (Low Income) was approved for \$305,870 for the 7/1/25–6/30/26 program year. Hawthorn does not qualify for Title I-C (Migrant Education). Title II-A (Teacher Quality) has an allocation of \$69,914, with the application due this week. Planned expenditures include Kagan (\$34K), Humanex (\$55K), Guiding Coalition (\$32K), and Teacher Recruitment (\$7K), though some plans may need to be scaled back, eliminated, or covered by local funds. Title III (Immigrant Education) remains unclear, as the application has not yet opened. Title III (Language Instruction) has been approved and will run from 9/1/25–8/31/26, though ISBE has indicated this will be the final year for the grant. Title IV-A (Student Support & Academic Enrichment) was approved for \$20,840 for the 7/1/25–6/30/26 program year. Hawthorn does not qualify for Title IV (Child Welfare).

Since the last update include the pending status of the Title III Immigrant program and confirmation that Title III Language Instruction has been approved, with ISBE noting it is the last year of funding.

2.6 Food Service Discussion

Mrs. Akin reminded the committee that the district is in its third year with Quest. Following feedback from the Wellness Committee meeting in May, Quest has modified various menu items. She also reported that the district will implement a Parent Advisory Committee this school year. The committee will include parents from both the South Campus and North Campus, with each group meeting separately in the fall and spring. The first parent meeting for south campus parents is scheduled for October 9th. The district will also host student wellness events. The first student meeting is scheduled for October 15th. Quest will be leading the event and provide students with a few new menu items to sample. Mrs. Akin informed the committee that the district offers a plant-based request form. Nutritional information for families is also available on the district website.

Action Items

3.1 Approval of Site and Facilities Minutes August 5, 2025

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

4.1 Future Meeting Topics

Construction Update
Student Fee Update
Security Update

With no further items to discuss, the meeting adjourned at 1:06pm. 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: _____