

**Minutes of the Committee of the Whole Meeting of the Board of Education of
Hawthorn Community Consolidated School District Number 73, Lake County, Illinois,
held in the Conference Room at 841 West End Court, Vernon Hills, IL 60061
at 7 p.m. on the 13th day of July 2009.**

Call to Order: Tim Shanahan, President, called the meeting to order at 7:09 p.m. and welcomed Dr. Susan Zook to the Board Meeting as Superintendent. Those present recited the Pledge of Allegiance.

Roll Call: Lisa Jay called the roll, with the following members of the Board of Education answering present: John Sonnenberg, Theresa Calabrese, Julie Weiler, Michelle Comitor, Tim Shanahan and Lisa Jay. Jeff Bard was present via telephone.
Also in attendance were Dr. Zook and Alan Hahn

Building/district level:
None Scheduled

Communication:

1. Town Hall Meeting debriefing and scheduling of 2009 – 2010 dates
Debriefing: The Townhall meeting offers the public a chance to talk to members of the Board in open dialogue. Changing the format of how audience questions are handled at the Townhall meetings was discussed. Past Townhall meetings had many questions that the Administration needed to answer not the Board. In order to clarify the Board and Administrations role, it was recommended that one Board Member act as a moderator. The moderator will identify if the question falls under policy and the Board should answer, or if the question is for the Administration to answer. A goal at these meeting is to keep an open and casual feel.
2. *Scheduling:* It was decided to hold one meeting per semester. The dates for future Townhall Meetings are October 20, 2009 and February 9, 2010.
3. Discussion of Board's annual calendar draft
Tim Shanahan shared with Members of the Board the creation of the first annual calendar that will keep Board items organized. It was recommended that regular school updates and projects be added and to space them out on the calendar for a better flow throughout the year. Members of the Board are requested to send ideas, to both Tim Shanahan and Dr. Zook, of items they would like to see slotted in on this calendar.
4. Discussion of board liaisons for Village, Park District and Library
Having Board Members as liaisons strengthens our relationships with the Village of Vernon Hills, the Park District and Library. Board liaisons are: John Sonnenberg with the Village of Vernon Hills, Michelle Comitor with the Park District and Lisa Jay with the Library.
5. Board Representative/ Superintendent monthly breakfast
Tim Shanahan stated the Superintendent transition breakfast meetings proved to be valuable and recommends continuing the practice of meeting in this manner once per month. The meeting would consist of the Board President, the Superintendent and one other Board Member. The following is a tentative schedule for those meetings:
 - Michelle Comitor – August 18, 2009 and June 22, 2010
 - Theresa Calabrese – September 22, 2009 and February 16, 2010
 - Lisa Jay – October 20, 2009 and April 20, 2010
 - Julie Weiler – November 17, 2009 and March 16, 2010
 - John Sonnenberg – December 8, 2009 and May 18, 2010
 - Jeff Bard – January 19, 2010 and July 13, 2010

Finance:

1. Tentative budget

Dr. Zook gave an overview of the Tentative Budget explaining that the format is the same as last year. Basic funds balances will be provided in the final Tentative Budget.

The current economy does affect revenues received. Construction is down and property tax is the schools' biggest source of revenue. Federal and State funding dollars are unknown at this time. Enrollment, staffing and projections are carefully being looked at. Several expenditures are being reduced to hold budget costs at the same level as last year. Also being watched closely is the significantly higher than expected incoming Kindergarten class.

The financial profile shows that Hawthorn will retain Financial Recognition status from the Illinois State Board of Education. There is an overall decrease in the totals for this 09-10 budget when comparing this budget with last years. It is anticipated that even with some deficits shown, the bottom line will reflect a positive position.

The approval of the Final Tentative Budget is scheduled for the July 27, 2009 Board Meeting. It is requested that any Board Member with questions should get those to Dr. Zook and Alan Hahn in advance of the next meeting on July 27th.

2. Bond sale follow-up

Alan Hahn stated that the Bond went thru as planned and the money was received on July 7th. The money has been invested, keeping some of it liquid. CD's are in place with maturing dates in July 2010 and June 2011 and US Government Agency securities to mature in June 2012.

Human Resources:

No items scheduled

Policy:

No items scheduled

SEDOL:

No items scheduled

Transportation:

No items scheduled

Adjournment:

Tim Shanahan requested a motion to adjourn. John Sonnenberg moved and Lisa Jay seconded the motion to adjourn the Committee of the Whole Meeting.

Voice Vote: 7 ayes; 0 nays. Motion carried.

The Meeting adjourned at 8:30 p.m.

Respectfully Submitted,
Gloria Bentzen

Timothy Shanahan, President

Lisa Jay, Secretary