

**Minutes of the Regular and Committee of the Whole Meetings of the Board of Education
of Hawthorn Community Consolidated District Number 73, Lake County, Illinois
held in the Board Room at 841 West End Court, Vernon Hills, IL 60061
at 7:00 p.m. on the 12th day of April 2010.**

CALL to ORDER

Tim Shanahan, President called the Regular meeting to order at 7:04 p.m. 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: Jayson Tran, Julie Weiler, Jeff Bard, Michelle Comitor, Tim Shanahan, Theresa Calabrese and Lisa Jay. Also in attendance were Dr. Zook and Alan Hahn.

PUBLIC COMMENT - No one from the public chose to provide comment.

STAFF RECOGNITION

Michelle Comitor thanked 4th grade teacher, Joanne Schorsch, for going above and beyond with a student unable to physically attend class for a few weeks. Mrs. Schorsch, working through technology and with Principal Jill Martin of Elementary South, arranged for the student to attend class via computer. The teachers and this district do great things.

Dr. Zook congratulated Elementary North on receiving a \$5000 Discovery Education/U.S. Cellular grant. The Discovery Education representatives were on hand to present the check at the April 9th Family Fun Night. The grant will be used to improve technology at the school.

PRESENTATION/QUESTIONS & ANSWERS - None Scheduled

CONSENT AGENDA

- 04/12.79 Approval of Regular Session Minutes, 3/22/10
- 04/12.80 Approval of Closed Session Minutes, 3/22/10
- 04/12.81 Approval of Closed Session Minutes, 11/23/09
- 04/12.82 Approval of Life Insurance Memorandum of Agreement
- 04/12.83 Personnel A-I: Approval of nine (9) certificated staff members:
 - A: Rebecca Garrison, third grade teacher at Aspen;
 - B: Dan Lohmann, fourth grade teacher at Aspen;
 - C: Ryan Manning, fourth grade teacher at ES;
 - D: Jaye Marban, fourth grade Dual Language teacher at Townline School of Dual Language;
 - E: Samantha Miller, third grade teacher at ES;
 - F: Jaimie Schulz, Dual Language teacher at Townline School of Dual Language;
 - G: Stacey Terchin, second grade teacher at ES;
 - H: Kristin Wagner, first grade teacher at ES
 - I: Beth Wienckowski, EC Teacher at Aspen

Jayson Tran requested that item 04/12.81 - Approval of Minutes, Closed Session, 11/23/09 be removed from the Consent agenda motion and voted on separately.

Lisa Jay moved and Michelle Comitor seconded the motion that the Board of Education approve the Consent agenda items, without the Closed Session 11/23/09 minutes.

Roll Call Vote: Jayson Tran, Julie Weiler, Jeff Bard, Michelle Comitor, Tim Shanahan, Theresa Calabrese and Lisa Jay voted aye. Nays: None **Motion carried – 7– 0**

Tim Shanahan moved and Michelle Comitor second the motion that the Board of Education approve the Consent agenda item 04/12.81 - Approval of Minutes, Closed Session, 11/23/09.

Roll Call Vote: Julie Weiler, Jeff Bard, Michelle Comitor, Tim Shanahan, Theresa Calabrese and Lisa Jay, voted aye. Abstain: Jayson Tran Nays: None **Motion carried – 6– 0**

ACTION ITEMS - None Scheduled

PRESIDENT’S REPORT

Members of the Board attended NSBA (*National School Boards Association*), which took place April 10th through the 12th in Chicago at McCormick Place. This conference creates opportunities for Boards to gain better knowledge in order to do the best job possible in their leadership roles. The Board will review and discuss the conferences they have attended during the last year at the next Committee of the Whole Meeting in May.

SUPERINTENDENT’S REPORT - None Scheduled

COMMITTEE REPORTS - None Scheduled

PUBLIC ANNOUNCEMENTS - None Scheduled

GENERAL INFORMATION

Hawthorn in the News

ADJOURNMENT

Tim Shanahan requested a motion to adjourn.

Lisa Jay moved and Theresa Calabrese seconded the motion to adjourn the Business Meeting

Tim Shanahan called for a voice vote.

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

The Regular Business Meeting adjourned at 7:27 pm

COMMITTEE OF THE WHOLE MEETING

Tim Shanahan moved and Lisa Jay seconded the motion to reconvene as the Committee of the Whole Meeting.

Tim Shanahan called for a voice vote.

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

CALL to ORDER

Tim Shanahan, President, called the Committee of the Whole Meeting to order at 7:27 pm.

BUILDING/DISTRICT LEVEL

1. **COMMUNICATION** - None scheduled

2. **FINANCE** PMA Five year financial projections

Existing property is projected to stay flat for the levy year of 2009, then an increase of 2.5% in succeeding levy years. Alan Hahn clarified that the 2.5% increase was determined by using an average of what the CPI (*Consumer Price Index*) has been since the tax cap was started in 1992. The assumptions of new property were taken from information received from the Village of Vernon Hills. Alan stated that all the numbers are just assumptions. In today's economy there are just too many unknowns to be able to project further out. Also an assumption is that it will get better. Hawthorn is stable right now.

Dr. Zook explained the assumptions for enrollment and staffing. Future enrollments are projected using the Michigan Model through 2014. Conservative projections are taken from that. Enrollment for the incoming kindergarten class is lighter than expected, but are still expected to be over average prior to the beginning of the school year. Dr. Zook also stated that all expenditures are monitored on an on-going basis. If a program or tool is not working anymore or interest has declined, it is looked at and determined if it should be removed.

Information is still not available regarding State Aid. Some grants are expected to decrease. Our Pre-K program is entirely a grant program. If this grant decreases or is eliminated, we are looking at ways to continue this program. The state is considering an approval of a six-month budget, but that still relates to unknown information as to funding.

Members of the Administration attended the recent ED RED (*Education, Research, Development*) meeting, facilitated by Ralph Martire, Executive Director of the Center for Tax and Budget Accountability, who has a plan to change the state funding. A major House Bill 750 that would have increased many taxes did not pass. It has been modified to House Bill 134, which does not decrease property tax, and it is a very predictable tax, which helps fund schools. The bill will increase the percentage for tax credit for taxpayers.

This is the first year the PMA Financial Planning Program has been used as a cooperative venture with Hawthorn. Continuing with this company will be a Board decision, however recommended by Alan Hahn.

Since Alan is retiring this year, President Tim Shanahan thanked him for all his hard work throughout the years Alan has been with Hawthorn.

3. **HUMAN RESOURCES** - None scheduled

4. **POLICY** PRESS Updates (Issue 71)

The Press Updates (Issue 71) were reviewed and discussed.

Operational Services: 4:30 – Revenue and Investments, 4:60 – Purchases and Contracts,

4:60 – Administrative Procedure – Purchases, 4:90 – Activity Funds,

4:110 – Transportation, 4:170 – Safety

General Personnel: 5:20 – Workplace Harassment Prohibited

Students: 7:50 – School Admissions and Student Transfers To and From Non-District Schools.

Community Relations: 8:20 – Application and Procedures for Use of School Facilities, 8:30 – Visitors to and Conduct on School Property.

The Board agreed to list on their annual calendar the annual review of the selection of depositories, investment managers, dealers and brokers.

Dr. Zook stated that the Administration is currently in the process of reviewing and finalizing our draft of the procedures manual. This is a project that has been worked on this past school year with ISBE. When complete, we will be in alignment with all the new policies and procedures.

5. **SEDOL** - None scheduled
6. **TRANSPORTATION** - None scheduled
7. **PRESIDENT'S REPORT** - Future Search Update
The Future Search group will reconvene with the entire group. Breakout groups will be established by assigning one of the 6 identified values to each group. All work is expected to be complete by the end of May with a presentation to the Board late June.
8. **SUPERINTENDENT'S REPORT** - None scheduled
9. **DISCUSSION ITEMS** - None scheduled
10. **COMMITTEE REPORTS** - None scheduled
11. **UNFINISHED BUSINESS** - None scheduled
12. **NEW BUSINESS** - None scheduled
13. **ANNOUNCEMENTS** - None scheduled
14. **INFORMATIONAL ITEMS** - None scheduled
15. **ADJOURNMENT**
Tim Shanahan requested a motion to adjourn.
Michelle Comitor moved and Jayson Tran seconded the motion to adjourn
Voice Vote: 7 ayes; 0 nays. Motion carried

The Meeting adjourned at 9:00 p.m.

Respectfully Submitted,
Gloria Bentzen

Timothy Shanahan, President

Lisa Jay, Secretary

Date Minutes Approved: _____