

**Minutes of the Regular Business Meeting 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 24th day of July 2017**

CALL TO ORDER

Jayson Tran called the Regular Business Meeting to order at 7:00 p.m. Those present recited the Pledge of Allegiance.

ROLL CALL

Wes Polen called the roll with the following members of the Board of Education answering present: Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Jayson Tran. Sonali Patil was absent. Also present was Nick Brown, Superintendent and Abe Singh, CSBO, Director of Finance and Business Operations.

PUBLIC COMMENT PERIOD

Nobody from the public chose to comment.

STAFF RECOGNITION – None scheduled

PRESENTATIONS – Proposed 2017-2018 New Hires by Lynn Barkley, Director of Human Resources

The following individuals were presented to the Board of Education as proposed 2017-2018 new hires: Kimberly Grogan – Occupational Therapist, EN; Amanda Krch – LBS1 teacher, TL; Charity Trowbridge – Assistant Principal, MSN; Kathleen Nelson – LBS1, MSN; and Georgiann Massa – Speech Language Pathologist/ECAT, Lincoln.

CONSENT AGENDA

- 7/24.5 Board Minutes 7/10/17
- 7/24.6 Closed Session Minutes 7/10/17
- 7/24.7 AMEX June
- 7/24.8 Expenditure Report - July
- 7/24.9 Schools of Promise Conference Expenditure
- 7/24.10 Personnel: A-I
 - New Hires:
 - A. Kimberly Grogan – Occupational Therapist, EN
 - B. Amanda Krch – LBS1 teacher, TL
 - C. Charity Trowbridge – Assistant Principal, MSN
 - D. Kathleen Nelson – LBS1 teacher, MSN
 - E. Georgiann Massa – Speech Language Pathologist/ECAT, Linc.
 - Resignations:
 - F. Cailey Richer – LBS1 teacher, MSN
 - G. Jared Reardon - 8th grade math teacher, MSN
 - Leave of Absence:
 - H. Allison Schipper – 1st grade teacher, EN
 - ESP: I

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve the Consent Agenda as presented. Wes Polen seconded the motion.

Roll Call Vote: Julie Simpson, Jeff Bard, Robin Cleek, Wes Polen, Matt Jacobs and Jayson Tran vote aye

Motion Carried: 6 ayes; 0 nay; 1 absent

DISCUSSION ITEMS

Budget Update

Abe Singh provided a PowerPoint presentation of the financial state of the district. The auditors are finalizing the 2016-2017 fiscal year reports. The majority of the district funding comes from local sources (87.2%); the state (9.5%); and federal funds (3.3%). The majority of expenses come from the Educational Fund which reflects a deficit due to the pending state budget. Mr. Singh anticipates receiving these funds at a later date. Also noted was the proposed property tax freeze and the impact this would have on the district over two years and over a 4-year period. Mr. Singh compared Hawthorn District 73 Operational Expenditures Per Pupil (OEPP) to neighboring districts, noting that Hawthorn 73 spends \$12,742.60 which is lower than Grayslake, Fremont, Diamond Lake and Libertyville. Jayson Tran asked if Mr. Singh's presentation could be posted on the district website for public viewing.

Kindergarten Center Update

Mr. Brown provided an update on the progress of the Kindergarten Plan Team. The next team meeting is August 8th and the group will be looking at schematic designs. Mr. Brown reported that the possibility now exists for a 2-story structure as long as the building is used solely for kindergarten. In the future, if the building becomes multi-purpose then kindergarten would need to be located on the 1st floor. Jason Lembke, architect with the DLR Group, has verified this information with the ROE. Board members have requested to receive confirmation in writing. Mr. Bard asked for a cost comparison between a single-story building and two-story building. Mr. Brown said it is too early at this time to provide that information. Mr. Lembke stepped forward to answer additional questions from the School Board members. Mr. Lembke is currently waiting for soil test results. Lamp Inc. and the DLR Group will provide a schematic design at the August 14th Board of Education meeting. Mrs. Simpson asked if the structure has a smaller footprint will the district still have land access to expand the building? Mr. Brown believes so. Mrs. Cleek asked if the soil test results could force a 2-story building? Mr. Lembke said it is possible. Mr. Brown added that the district would then need to look at all costs and weigh the options to be sure the budget was maintained. The traffic pattern between the proposed Kindergarten Center, the Sullivan Center and Aspen Library is being reviewed.

Enrollment Update

Mr. Brown provided enrollment data comparisons by sections per grade level per building. Each building enrollment was reviewed. The incoming 6th grade class is larger and Middle School North will see a slight increase in enrollment. PE class sizes are being watched. At Middle School South an additional PE teacher was added to help reduce class size numbers. Both middle schools will be gaining some classroom space from repurposing computer labs. Four classrooms are available at John Powers. Julie Simpson asked if the current enrollment numbers are over/under from last year at this time? Mr. Brown said we are slightly ahead by roughly 20 students. Mrs. Simpson also asked if there was a way to increase dual language enrollment to fill vacant seats in each grade? Mr. Brown explained that it is very difficult to fill seats in upper grades unless a new student enrolls with previous dual language experience. Conversation has been had about possibly increasing the K-1 class size. Later in the meeting Mr. Brown will be recommending the addition of a 1st grade teacher at Elementary South and a 5th grade teacher at Aspen. An anticipated bilingual teacher position will be discussed at the next board meeting.

Summer Project Update by Abe Singh

Mr. Singh reviewed the Life Safety projects that are currently underway in the district. Elementary North will have concrete pads replaced, replacement of 4 uni-ventilators and a conversion of room 9A to accommodate a new classroom. Replacement of AHU and boiler circulation pumps at Middle North (8), Townline (2) and Middle South (7). Townline has had new carpeting installed and ejection pumps replaced. Painting has occurred at several locations throughout the district. Projects are progressing and completion is scheduled before the start of school.

Title I Information by Dr. Lisa Cerauli

Dr. Cerauli presented information on Title I and the new legal requirement. In accordance with regulations of Every Student Succeeds Act (ESSA), school districts that apply for Title I support are required to file a District Title I plan with the state. The last plan was filed in 2008 which addressed No Child Left Behind. The plan requires board approval prior to being submitted for review at ISBE. The intent of the plan is to outline the comprehensive educational program that Hawthorn 73 has in place to support students of all backgrounds and abilities. Once the plan is approved by ISBE it will remain in effect for the duration of participation in ESSA. Jayson Tran asked if this is the same type of plan as in 2008? Dr. Cerauli stated that the plan is similar, however some items have changed such as school improvement plans, RtI and some data pieces. This will be an action item at the next Board of Education meeting.

ACTION ITEMS

7/24.11 Approval of a 1st grade position at Elementary South and a 5th grade position at Aspen Elementary
Mr. Brown is watching enrollment numbers closely. At this time, Mr. Brown is proposing approval for two new positions. The position at Aspen has already been built in to the budget and will be filled by an unassigned teacher.

RECOMMENDED MOTION: Robin Cleek moved that the Board of Education approve a 1st grade teaching position at Elementary South and a 5th grade teaching position at Aspen Elementary. Matt Jacobs seconded the motion.

Jayson Tran asked if there was additional discussion. Mr. Bard asked if Mr. Brown was adding a person or just changing a person? Mr. Brown explained that he would need to add one position at Elementary South and due to a bubble class at Aspen there is currently one unassigned teacher. Mr. Brown is asking to create a position at Aspen because it is a different grade and the building lost one position through attrition. Elementary South has also lost positions through attrition. Elementary South does require the hiring of a new position; however, the actual grade is unknown because some teachers may change grade levels. Jayson Tran asked if we have less students in the building this year than last, do we still need the position? Mr. Brown said yes. Mr. Bard expressed his opinion that the board should be more interested in employee numbers and it is the responsibility of the superintendent to manage positions.

Roll Call Vote: Julie Simpson, Robin Cleek, Wes Polen, Matt Jacobs and Jayson Tran vote aye. Jeff Bard voted nay.

Motion Carried: 5 ayes; 1 nay; 1 absent

PRESIDENT'S REPORT – Mr. Tran discussed the upcoming district-wide Curriculum Nights and passed a sign-up sheet. Mr. Tran asked for a volunteer to develop a consistent message from the Board. Suggestions from the Board include: survey results/referendum update, Kindergarten Center update, 1:1 Personalized Learning Initiative at the middle schools and the roll down of devices to the elementary schools. Robin Cleek volunteered. If a Board member has an additional suggestion, please contact Mrs. Cleek.

SUPERINTENDENT'S REPORT – The Hawthorn Mall hosted a supply drive to benefit Hawthorn District 73 students. For every 5 items brought in from the specific list, donors received 1 free pass to the Museum of Science & Industry. 12 boxes of supplies were collected. Mr. Brown will be delivering the Board of Education position letter to the villages this week. If a Board member would like to attend, please contact him. Summer programs are in full swing. Band Camp will conclude on Friday, July 28th with a 1:00 p.m. concert. The Residency Event will take place on Wednesday, August 2nd; Thursday, August 3rd and Monday, August 7th at Middle School North. Additional information can be found on the website. "Bagels with the Board" community discussion will be held in the Art Room at Middle School North which is located in the hall as people exit the building. The NEST (Nurture, Explore, Speak, Teach) committee will meet on Monday, August 7th at 3:30 p.m. The initial meeting will focus

COMMITTEE REPORTS – None scheduled

PUBLIC ANNOUNCEMENTS - None scheduled

GENERAL INFORMATION

1. The Board article
2. Hawthorn in the News

TOPICS FOR FUTURE DISCUSSION – None discussed.

1. Robin Cleek would like to have a discussion on which building the new Cuneo Farms development will be assigned. Mr. Brown stated that he and Mrs. Patil have had conversations and this will be on an upcoming agenda.


ADJOURNMENT – Jayson Tran asked for a motion to adjourn the Business Meeting. Robin Cleek made a motion to adjourn the Business Meeting. Julie Simpson seconded.

Jayson Tran called for a Voice Vote

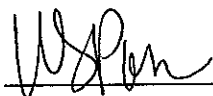
Motion carried: 6 ayes; 0 nay; 1 absent

The Regular Business Meeting adjourned at 8:03 p.m.

*Respectfully submitted,
Wendy Peterson*



Sonali Patil, President



Wes Polen, Secretary

Date Minutes Approved: 8/14/17