

**Minutes of the Committee of the Whole Meeting and the Business Meeting of the  
Board of Education of Hawthorn Community Consolidated District Number 73, Lake County, Illinois  
conducted remotely per Executive Order 2020-07 in response to COVID-19.**

**7:00 p.m. on the 21st day of May, 2020**

**CALL TO ORDER**

President Robin Cleek called the Committee of the Whole Meeting to order at 7:00p.m.

**ROLL CALL**

Board Secretary George Fievet called attendance, the following members attended remotely, Joel Finfer, George Fievet, Victoria Helander-Heiser, Sonali Patil, Wesley Polen, Matt Jacobs and Robin Cleek. Also attending remotely were Superintendent Dr. Pete Hannigan and Abe Singh, CSBO, Director of Finance and Business Operations.

**RECOGNITION** - President Robin Cleek thanked Hawthorn staff. The student pick-ups will be starting tomorrow. She listed some of the many accomplishments of the district this year including: Welcoming Mr. Adam Palmer as the Director of Human Resources, new roles for Dr. Jill Martin and John Reid. The Kindergarten School is on time and under budget. Elementary South achieved Blue Ribbon status. The snowflake event, Key to 73 gala and numerous others were a success. We started the school year with a shelter in place for a tornado warning. Our flag was placed at Antarctica. Multiple buildings are ramping up for construction, band, orchestra, athletic and academic teams won several awards. Each day our students are learning and growing, the School Board thanks you for all that you do. Have a happy summer.

**PUBLIC COMMENT** – Ms. Kim McAuliffe of 6 Malvern Lane, Vernon Hills emailed in public comment thanking Dr. Hannigan, the School Board and all of the District 73 staff for everything they have done for the students. A special thank you to Mr. Bill Fredricksen and the Aspen first grade staff.

**ANNOUNCEMENTS** – None scheduled

**PRESENTATIONS** – **ES Legat Schematic Design Review**: Mr. Ted Haug explained his Power Point presentation for Elementary South. Mr. Tom McGrath from LAMP added his input. Included in the presentation were changes to the plan that gained the most educational and monetary value, alternates were discussed as well as what is included in the base plan depending on what the construction bids come back as.

**District 73 Device Purchasing Recommendation**: Mr. John Reid recognized all of the teachers and staff members who had to work with a lot of changes over very little time to get remote learning up and running, thank you! During the pandemic the Technology Team distributed 600 devices to families to date with additional ones being handed out as need arises.

His presentation reviewed the current expected lifespan of our technology devices. He explained 3 types of devices and how and where they are used. The current demand going forward is 1700 chromebooks for the middle schools and to have enough for elementary schools if we need to return to remote learning. That would give us a total of 3700 devices. There is also a need to refresh staff devices. Our current lease has been paid off, we propose that we enter into a new 4-year lease for the purchase of new Chromebooks and MacBook Air devices. Thank you to Abe Singh and LeeAnn Taylor for their assistance in this process. D73 Staff members will have an opportunity to purchase old devices when available as is; the dollar amount is about equal to any recycling allowance that we would gain.

**Guaranteed Viable Curriculum (GVC) Leadership Team**: Ms. Allison Stein presented updates to the GVC leadership team, this is a review from the initiative undertaken last September. GVC refers to content to be addressed in specific courses and in specific grade levels and that enough instructional time to teach the content is important. She reviewed 4 key questions and how GVC and PLC's are connected. Part of the program addresses the importance of assessing students progress and adjusting the pace of instruction to optimize student learning. The goals for 2020-2021 are Elementary math and Middle school content that will be determined by staff. Thank you to the GVC Leadership Team for all of their work in this process. Robin Cleek added that this is one of the most important things at our district and that the feedback she has seen has been really positive.

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DISCUSSIONS – Food Service Bid Review: CSBO Abe Singh stated that the food service bids are overseen by the Illinois State Board of Education (ISBE). Sodexo has been utilized in the past, Arbor has been the contractor since then. We have seen some CPI increases since then, the lunch cost for next year will be \$2.80. Two bids were received and Arbor was the lowest bidder. This is an initial review and will be an action item at the June meeting.

2020-2021 Staffing Update: Mr. Adam Palmer explained that our system and processes for interviewing potential staff members has changed due to COVID, they are currently being conducted via google meet and zoom. We are staying in contact with the Regional Office of Education and the ISBE to ensure that we are in line with any changes to licensure due to COVID. To date, we have received 13 resignations and have 13 openings at this time. He is in contact with Administrators daily to determine what our staffing needs are. Board member question regarding conducting exit interviews for those teachers so that there would be aggregate numbers to share? At this time, due to COVID this is not being done, it was the plan to meet with them in person, it is currently being postponed to June. Adam is looking into increasing the substitute teacher pool in anticipation of increased demand due to the pandemic. Robin Cleek added that we are currently 3 months ahead of schedule for staffing compared to prior years.

Construction Update: CSBO Abe Singh indicated that the Young Learners school is on schedule and on budget. We do qualify for the COMED energy savings program, but were unable to move forward with the solar panels as desired. The building is solar ready and we can apply next year. There were some factory delays due to COVID, the ROE inspection is scheduled for June 15th. Middle School North is on schedule, building permits have been issued. Board member question: Is the furniture on schedule? Yes, no delays there, we are watching it and expect to receive shipment in early June.

SUPERINTENDENT'S REPORT – Dr. Hannigan reported that our buildings have been hard at work collecting all of the student belongings, so that the May 22nd student pickup and dropoff of supplies may be done. We are in the process of finalizing the 8th grade promotion ceremony and coordinating speeches. There are many end of year activities planned for the students. The last day for staff is June 3rd. We have started a "Return to Learning" committee in attempts to determine what the school year will look like in the fall. We anticipate direction from ISBE on June 1st. There are 3 possible phases regarding learning for the fall: In person learning, hybrid, or full remote learning. We are anticipating getting additional information from ISBE on how this will be determined. Again, student health is paramount.

#### BOARD REPORTS:

PRESIDENT'S REPORT – Robin Cleek stated that the deadline is coming up for the 2020 delegate assembly for proposed resolutions at the end of June. Please send any recommendations to her and she will forward them to the Illinois Association of School Boards (IASB). For the 8th grade promotion, Wesley Polan will be doing the speech for our students. Victoria Helander-Heiser and Robin Cleek attended a zoom meeting with Dr. Hannigan to discuss how all of the public bodies are being affected by COVID. They will meet again on June 17th at 4pm. The School Board President wanted to take a moment to address the community regarding the CDC's report and some of the concerns on how the School Board should proceed. Most of our direction is going to come from ISBE. We are hoping to stay positive and productive and not split the community. Dr. Hannigan added that a parent survey will be going out to collect feedback on how remote learning went and what enhancements need to be made. We hope to be back to school with health safeguards in place. We will need to have a hybrid / remote learning option for those families that choose to stay at home. We are anticipating getting direction from the state by the 3rd week of June.

ED-RED – Victoria Helander-Heiser reported that there was a very large attendance at the last meeting, however, not a lot of information was shared. We know that study groups are being conducted. ED-RED will have a lot of changes for known and unplanned members to their boards, they will be looking to Lake county to fill those positions. The US

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Treasury did ease some of the restrictions as to how to use CARES funds. Everyone is waiting to receive direction and guidance.

SEDOL – Matt Jacobs indicated that there wasn't a SEDOL report at this time, they will be meeting in two weeks and he will have that information at the next School Board meeting.

**ADJOURNMENT** – Joel Finfer *made a motion to adjourn the Committee of the Whole meeting, seconded by Robin Cleek; CoW meeting adjourned at 8:43 p.m. **All in favor.***

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### **REGULAR BUSINESS MEETING**

CALL TO ORDER – Robin Cleek called the Regular Business Meeting to order at 8:43p.m.

ROLL CALL – George Fievet, called attendance with the following Board of Education members attending remotely: Joel Finfer, Sonali Patil, Wesley Polen, Matt Jacobs, George Fievet, Victoria Helander-Heiser and Robin Cleek. Also attending remotely were Superintendent Dr. Pete Hannigan and Abe Singh, CSBO, Director of Finance and Business Operations.

PUBLIC COMMENT – No additional public comment was emailed in during the business meeting.

### **CONSENT AGENDA:**

- 11.1 Board Meeting minutes, 4/23/20
- 11.2 Closed Session minutes, 4/23/20
- 11.3 Expenditure Report - May 2020
- 11.4 AM EX Report - April 2020
- 11.5 Treasurer's Report - March 2020
- 11.6 Kindergarten Center Cost Log - May 2020
- 11.7 Personnel Report (please see the Board Docs link on [www.hawthorn73.org](http://www.hawthorn73.org) for the report)

Board Member question: When should we expect to receive a cost log for Middle School North? Those costs will be in the regular expense report as it is our own building.

**RECOMMENDED MOTION:** Sonali Patil moved that the Board of Education approve the **Consent Agenda**, Joel Finfer seconded the motion.

**Roll Call Vote:** Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

**Motion carried: 7 ayes; 0 nays**

### **ACTION ITEMS:**

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- 12.1 Annual Consolidated District Plan

**MOTION:** Sonali Patil moved that the Board of Education approve the Annual Consolidated District Plan; Wesley Polen seconded the motion.

**Roll Call Vote:** Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

**Motion carried: 7 ayes; 0 nays**

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12.2                      Approve the Financial Contribution to Vernon Hills Park District for Site Work Improvements

MOTION: Sonali Patil moved that the Board of Education approve the Financial Contribution to Vernon Hills Park District for Site Work Improvements; Joel Finfer seconded the motion.

**Roll Call Vote:** Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

**Motion carried: 7 ayes; 0 nays**

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12.3                      Appointment of Treasurer for 2020-2021

MOTION: George Fievet moved that the Board of Education approve the Appointment of Treasurer for 2020-2021; Matt Jacobs seconded the motion.

**Roll Call Vote:** Wesley Polen, Sonali Patil, Robin Cleek, Joel Finfer, George Fievet, Victoria Helander-Heiser and Matt Jacobs.

**Motion carried: 7 ayes; 0 nays**

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GENERAL INFORMATION:

1. Enrollment
2. FOIA log, Dr. Hannigan reported that there were no new FOIA requests since the last board meeting as identified in Section 13.2 of the Board agenda.
3. Board Email Log
4. Media Clips

TOPICS FOR FUTURE DISCUSSION:

- No topics for future discussion at this time.

ADJOURNMENT – Robin Cleek *made a motion to adjourn to CLOSED SESSION, seconded by George Fievet, meeting adjourned at 8:51 p.m. All in favor.*

**With no further business to discuss the open meeting was adjourned immediately following the closed session.**

Respectfully submitted,  
Bobbi Elftmann

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Robin Cleek, President

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George Fievet, Secretary

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