

**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  
held in the Board Room at 841 West End Court, Vernon Hills, IL 60061 at  
7:00 p.m. on 9<sup>th</sup> day of April 2018**

**CALL TO ORDER**

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

**ROLL CALL**

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

**PUBLIC COMMENT** – No one from the public chose to comment.

**PRESENTATIONS** – SEDOL Programs at John Powers Center by Terri Nilson-Bugella, Principal

Terri Nilson-Bugella provided an overview of programming offered at the John Powers Center. Mr. Daniel Houlihan is the Assistant Principal. The Special Education District of Lake County (SEDOL) offers two programs at John Powers: Deaf and Hard of Hearing Program (DHH) and Language and Social Skills Opportunities (LASSO1). The DHH program provides services to children aged 3 to 22, early childhood through 8<sup>th</sup> grade. Students attend self contained classrooms at Powers and are also mainstreamed into Townline Elementary and Middle School North classrooms. DHH students then transition to Grayslake North High School. DHH students have unique language and communication needs. Through the SEDOL program students have access to learning environments that meet their communication and language needs through spoken English and American Sign Language. This provides opportunities for direct communication with adults and peers and instruction. There is an onsite Audiology department at Powers to assist students with parts and equipment. The full-time Audiologist works with students but also attends IEP meetings. Not only are programs available to the students but parents as well. Parent program examples are a Parent Resource Library, Hawthorn PTO and Family and Community Sign Classes. Hearing Itinerant Services include consultation services for the student, FM & hearing aid checks and assistance to teams servicing Deaf and Hard of Hearing students. It is a responsibility of SEDOL to offer child find services to help support children with newly identified hearing loss. They also monitor classroom performance, communicate with the general education teacher and provide academic grade monitoring and classroom observations. Mrs. Nilson-Bugella noted that cochlear implants have provided the biggest change at Powers. Some of these students receive services through the Itinerant Program but they are also receiving services at other places. The LASSO1 program works with students with high functioning Autism/Asperger's Syndrome. Students are not required to have a diagnosis to participate in the program. This is a K-8<sup>th</sup> grade program at Powers with students mainstreamed into Elementary North and Middle School North classrooms. The focus of this program is to transition the student into the general education setting. Some characteristics of children who benefit from the program are those with organizational difficulties, awkwardness in social communication skills particularly non-verbal communication and difficulty "reading" social behaviors. Students also have difficulty understanding the perspectives of others and seeing their point of view. LASSO Itinerant Services include assistance to teams serving students with Autism and other spectrum disorders, direct services to students, consultation services and to provide specialized resources to assist in serving students.

**RECOGNITION**

Sonali Patil congratulated Middle School North Principal Robert Collins for being named Lake Region Principal of the Year. Ms. Patil also recognized Julie Rohlfing, 6<sup>th</sup> grade language arts teacher at Middle School North. Ms. Rohlfing was named "Teacher of the Month" by SHE 100.3 and Jewel Osco. She was nominated by a former student.

**FINANCE** – None scheduled

**HUMAN RESOURCES** – None scheduled

POLICY – Press 97; Policy 7:70 Attendance Areas, Student Assignments and Intra-District Transfer

This is the first reading of Press 97. Ms. Patil reviewed the following policies:

*2:260 Uniform Grievance Procedure:* the new language in the Filing a Complaint subsection clarifies that for any complaint filed under this policy which alleges harassment in violation of policy 5:20 Workplace Harassment Prohibited, the Complaint Manager shall process and review the complaint according to both policies. Board members have concern that a complaint could be about the Complaint Manager and asked who the individual would go to? Legal counsel review was requested.

*5:20 Workplace Harassment Prohibited:* for clarity and ease of use, the policy has been reorganized into subsections.

*5:20-E Resolution to Prohibit Sexual Harassment:* this is a new exhibit and must be added; supersedes what originally came out in Press 96

*4:40 Incurring Debt:* the policy and footnotes have been updated in response to subscriber feedback and for continuous improvement to address legal obligations of school districts related to bond issues. Board requests legal counsel review.

*4:40-AP Preparing Disclosures:* Board requests legal counsel review.

*5:170 Copyright:* footnotes are updated in response to a recent court decision. Board requests legal counsel review.

Mr. Brown has received a request from a staff member to transfer their student to an out of boundary school for family convenience. Based on the current Board Policy 7:70 Attendance Areas, Student Assignments and Intra-District Transfer certain requirements must be met and a transfer cannot be for family convenience. In order to allow for this type of request, language to the current policy would need to be updated. Mr. Brown asked board members if they would like to extend this to staff members as a perk as long as it does not cause educational programming issues. Mr. Brown will provide guidelines prior to the April 23<sup>rd</sup>

SEDOL – None scheduledTRANSPORTATION – None scheduledPRESIDENT'S REPORT – Sonali Patil

Ms. Patil discussed the IASB Board Governance Award that occurs every two years. The application process is lengthy and requires a lot of work. The application will be forwarded to all board members. Ms. Patil asked for opinions on whether or not the board should complete the application. Robin Cleek asked what the benefit is to receiving the award? Jeff Bard explained that it is a recognition and the last time the board received the distinction all received a pin and were recognized at a Lake Division dinner meeting. The award is about maintaining education, community relations and activities, looking at goals and to see if you are following the strategic plan. The Board Governance Award is not tied to attending IASB workshops. Ms. Patil also asked if any board member had an idea for a resolution to submit to IASB. Deadline for submission is June.

SUPERINTENDENT'S REPORT – Kindergarten Building Update – Planning and Zoning Commission

Mr. Brown stated that ongoing discussions have been held between the Village, Park District and the residents at the Victory Centre regarding proposed traffic patterns at the kindergarten building. The next Planning and Zoning Commission meeting will be held the first week of May. Mr. Brown is working to answer questions that have been proposed.

UNFINISHED BUSINESS – None scheduledDISCUSSION ITEMS:April 5<sup>th</sup> Community Meeting review

Approximately 30 community members attended the April 5<sup>th</sup> meeting held at Elementary North. The next meeting is April 17<sup>th</sup> at 7:00 p.m. at Elementary South. Information provided will be the same. Jayson Tran felt the meeting went well and additional information was provided. Mr. Tran would like to receive more feedback from the community on what the board should do and what the public sees as valuable. Robin Cleek felt that the presentation did a nice job explaining space constraints and she saw an improvement over the February meeting. Mrs. Cleek received little feedback but the message heard was that there was a mixed message on what the plan is. The board

needs to come to a consensus as to what type of feedback they are looking for. Wes Polen felt that the slide presentation was much improved. The back fill slides were extremely helpful. She would like to emphasize to the community that the board is looking for their feedback. Matt Jacobs believes the message is a bit confusing. Mr. Jacobs would like the board to say that "Option B" meets the needs with the money that was asked for. He does not want to see the presentation used again. Julie Simpson requested that the presentation be on the district webpage. Wes Polen asked for referendum guidelines defining the role of a Board member vs. community member. Mr. Brown will forward the information from legal counsel.

#### *Survey Report – Robin Cleek*

Mrs. Cleek reviewed the results from the Survey Monkey administrator and staff survey. Those individuals who did not participate in the HUMANeX survey were provided with a School Board sponsored survey. This was an anonymous survey. 10 out of 22 administrators responded and 13 out of 26 staff members responded. Mrs. Cleek reviewed percentages for a few of the questions. Comments will remain confidential. Any comments directed toward the Board of Education will be discussed at an upcoming IASB Board Self-Evaluation closed session meeting.

#### *Kindergarten Building Construction Bid Document*

On April 5<sup>th</sup>, 19 out of 23 bids were opened. LAMP, Inc. is in the process of reviewing bids and vetting out the lowest bidders. On April 17<sup>th</sup>, the remaining bids will be opened. Mr. Singh added that the bid bond is 45 days from when the bids were opened. The final project will be brought to the board for review and final approval.

#### *Board Agenda Software Systems*

Mr. Brown provided information on board agenda software systems. Two prominent systems used in our area are Boardbook and BoardDocs. Both systems will provide the agenda transparency that the School Board is looking for and each have costs associated with the system. The board will review the information and decide next steps.

#### *Summer Work*

Mike Christensen, Facilities Director, provided an overview of proposed projects to be completed summer 2018. Mr. Christensen proposed 12 projects totaling \$273,000 in capital improvements. Projects range from asphalt repair, exterior and interior painting, scissor lift replacement, hot water heater and boiler replacement, stair tread and flooring repairs, ceiling track replacement and changing out of exterior light fixtures to LED lighting. Some projects can be completed by district summer employees and others by contractors. Mr. Christensen stated that the scissors lift is approximately 25 years old and has been taken out of service after it did not pass an inspection. The piece of equipment has no trade in value. The summer projects will be included in the 2018-2019 budget.

#### *Bond Update with Elizabeth Hennessy, Managing Director at Raymond James*

Ms. Elizabeth Hennessy provided the board with updated information on markets, DSEB Bond and Refunding and a referendum option. The estimated cost of the kindergarten building is \$12 million. The District is considering a reimbursement resolution that would allow the District to reimburse itself with the proceeds of any debt issue. The District is planning on issuing \$1.5 million in DSEB working cash bonds in 2018 in conjunction with its construction plans. The Series 2009B non-referendum DSEB bonds are callable January 1, 2019. Refunding these bonds will generate savings and can be sold at the same time as the \$1.5M. Refunding the Series 2009B bonds create savings in conjunction with the issuance of \$1.5M working cash bonds that will use up the District's DSEB capacity until levy year 2029 which provides room to issue additional DSEB bonds starting in 2029. The Series 2009A bonds are callable January 1, 2019 also generating significant savings. Ms. Hennessy outlined a proposed financing schedule for Board consideration.

---

**ADJOURNMENT** – Sonali Patil adjourned the Committee of the Whole meeting at 9:09 p.m.

#### **REGULAR BUSINESS MEETING**

**CALL TO ORDER** – Sonali Patil called the Regular Business Meeting to order at 9:09 p.m.

**PUBLIC COMMENT** – No one chose to comment.

CONSENT AGENDA:

- 4/9.97 Board minutes 3/21/18
- 4/9.98 Expenditure Report 3/26/18
- 4/9.99 Personnel: A-C
- Resignation:
  - A. Tia Alexander – 8<sup>th</sup> grade math teacher, MSS
  - B. Dr. Lisa Leali – Assistant Superintendent of Curriculum and Instruction, DO
- ESP: C.

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

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

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

Superintendent Brown thanked Dr. Leali for her years of service and dedication to Hawthorn 73. He wished her all the best in her next endeavor.

ACTION ITEMS – None scheduled

PRESIDENT'S REPORT

Sonali Patil discussed the 8<sup>th</sup> Grade Promotion Ceremony to be held on May 29. The ceremonies will be held at Vernon Hills High School. Middle School South will begin at 6:00 pm and Middle School North at 8:00 pm. School Board commencement speakers will be Julie Simpson for Middle South and Robin Cleek for Middle North. All Board members are invited to attend. Additional information will be provided. Congratulations to Tommy D., Middle South 8<sup>th</sup> grader, who earned an honorable mention at the Bill of Rights Institute annual "We the Students" essay contest. Congratulations to Mrs. Frayman and the Middle North Science Olympiad team! Congratulations to Rishi, Middle School North 7<sup>th</sup> grader, who participated in the National Geographic Bee at Illinois State University on April 6<sup>th</sup>. Several open house events will be taking place throughout the district, Ms. Patil asked Board members to check the schedule and attend as many as possible.

SUPERINTENDENT'S REPORT

Superintendent Brown provided an update on upcoming district activities.

COMMITTEE REPORT – None scheduled

GENERAL INFORMATION:

1. Hawthorn in the News
2. Treasurer's Report – January 2018
3. Suspension Report Trimester 2
4. FOIA Request

PUBLIC ANNOUNCEMENT – None scheduled

TOPICS FOR FUTURE DISCUSSION: None discussed.

ADJOURNMENT: Sonali Patil asked for a motion to adjourn to Closed Session. Julie Simpson made a motion to adjourn to Closed Session for the purpose of:

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or Legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal Counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057

Collective negotiating matters between the district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes or employees. 5 ILCS 120/2(c)(2).

Robin Cleek seconded the motion.

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

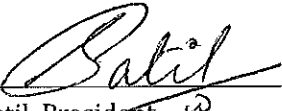
**Motion carried: 7 ayes; 0 nay**

The Board of Education moved to Closed Session at 9:09 p.m.

*Robin Cleek moved that the Board of Education adjourn the Regular Business Meeting. Wes Polen seconded. adjourned at 9:25 p.m. The Regular Business meeting adjourned at 9:25 p.m.*

*Respectfully submitted,*

*Wendy Peterson*



Sonali Patil, President



Wes Polen, Secretary

Date Minutes Approved: 4/23/18