THE JOSEPH SEARS SCHOOL

MINUTES OF A MEETING OF THE BUILDING AND FINANCE COMMITTEE OF THE BOARD OF EDUCATION OF KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS

The Building and Finance Committee of the Board of Education of Kenilworth School District Number 38, Cook County, Illinois, met on the 11th day of March, 2013, at 6:05 p.m., in Room 112, at The Joseph Sears School, 542 Abbotsford Road Kenilworth, Illinois. Members present included: Mr. Greg Werd, Mr. Charlie Brown, Mr. Brian Karaba, Mr. Glen Littlefield and Dr. Kelley Kalinich. Also present were representatives from the District architects, Healy, Bender and Associates, Mr. Cliff Bender, Mr. Scott Rihel and Mr. Jeff Chamberlin (20/10 Engineering).

Dr. Kalinich introduced the guests and each of the Committee members. She suggested that to accommodate the guests, the discussion would begin with item 3, Review and Discussion of Master Facility Plan.

Review and Discussion of Master Facility Plan – Dr. Kalinich provide background information as to the process initiated in January 2012 which included input from faculty, staff and administration. The Building and Finance Committee and the full Board have reviewed the plan several times, providing input for changes and additional considerations. One of the main considerations requested was to include cost projections for the installation of air-conditioning in all areas of the building currently without air-conditioning. Mr. Jeff Chamberlin began this discussion reviewing the cost estimates for the installation of air-conditioning throughout the facility. He noted that the chiller installed in 2008 has the capacity to support the air-conditioning throughout the building and will be a cost savings of approximately $250,000 to $300,000 by already having this in place. The other related costs for full installation would be approximately $2,000,000 for the entire building to have air-conditioning installed; however, Mr. Chamberlin provided a four phase plan that would allow for the costs to be incurred over time, if necessary. The Committee members asked several questions, including the priority of this work as compared to other potential projects. Dr. Kalinich noted that the installation of air-conditioning is a regular request/inquiry she receives from parents, as well as faculty members during the warmer times of the school year.

Mr. Rihel and Mr. Bender began a review of the proposed Master Facilities Plan, highlighting the additions of the gym vestibule and cafeteria/commons area. Other features of the plan discussed included a review of the renovation to create an arts wing and clustered classes for each grade level 5-8 to eliminate the level of travel throughout the building that students currently endure. Dr. Kalinich was asked to prepare a list of the benefits of this plan for consideration by the full Board upon potential endorsement of the plan.

It was clarified that there will be a separate report from Healy, Bender and 20/10 forthcoming for presentation to the District, summarizing the mechanical review assessment that has been conducted over the last few months.

Mr. Greg Werd noted that he was unclear as to whether the Board needed to formally approve the plan. He further commented that he was not aligned with all of the items proposed in Phase I. Mr. Charlie Brown suggested that Phase I have projected costs listed as "TBD" for "to be determined" and that the office item could be addressed at a later date. It was agreed that the item would be presented to the Board for review and potential action, as well as the change in the cost references for Phase I.

The guests departed the meeting at 7:35 p.m.

Approval of Meeting Minutes for December 3, 2012 and January 30, 2013 – Dr. Kalinich noted that the December minutes approval had been postponed pending feedback from the auditor, Jeff Rollefson in regards to his presentation during the said meeting. As such, the December 3, 2012, minutes were approved as amended and the January 30, 2013, minutes were approved as presented.

Public Comment – There was no public comment.

Review of Concerns of Residents on Melrose Avenue Regarding School Personnel Parking – Dr. Kalinich introduced the letter recently presented to the Kenilworth Police Department from residents related to parking of Sears School personnel on Melrose Avenue. The Committee noted that working with the Police Department to accommodate the employee parking was most prudent.

Mr. Greg Werd asked for a motion to go into Closed Session.

Mr. Charlie Brown moved, seconded by Mr. Brian Karaba, to go into Closed Session at 7:44 p.m. for the purpose of discussing imminent or probable litigation and collective bargaining. The motion was approved with all members voting "yes".

Closed Session to Closed Session to Discuss Imminent or Probable Litigation and Collective Bargaining

The Committee returned to Open Session at 8:12 p.m. Those present included: Mr. Greg Werd, Mr. Charlie Brown, Mr. Brian Karaba and Dr. Kelley Kalinich.

Other Business – There was no additional business discussed.

Set Future Meeting Date – A meeting date will be set for April 2013, pending any specific business for the Committee.

The meeting was adjourned at 8:13 p.m.

Respectfully submitted by,

Kelley M. Kalinich
Secretary, Board of Education