



**MINUTES FOR THE BUILDING AND FINANCE COMMITTEE MEETING OF THE BOARD OF EDUCATION
OF KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS
542 ABBOTSFORD ROAD, KENILWORTH, ILLINOIS 60043
REMOTE VIA ZOOM LINK
THE 4TH DAY OF JUNE 2021**

Mr. Stephen N. Potter called the meeting to order at 10:02 a.m. The following Committee members answered as being present: Mr. Bill Graham, Mrs. Mia Casey-Sachs, Mr. Ashish Kaura, Mr. Evan Lukasik and Mr. Stephen N. Potter.

Also present were Ms. Kate Donegan, Superintendent, Dr. Joseph Bailey, Business Manager, and Mrs. Deb Keegan, Communications Coordinator and Mrs. Julie M. Campanaro, Board Secretary. DLA representatives, Mr. Steven Wright, Ms. Tracy Biederstadt, Ms. Heather Juhl, Mr. Jack Hayes of Frederick Quinn Construction Management and Mr. Paul Tim, Security Consultant

Board of Education member Dr. Lisa Metzger-Mugg joined the meeting at 10:05 a.m.

Mr. Potter asked for a motion to go into closed session at 10:04 a.m. to discuss Security Procedures and/or the use of Personnel and Equipment, Probable or Pending Litigation and Collective Bargaining Matters.

Mrs. Mia Casey Sachs motioned to go into closed session to discuss, security procedures and/or the use of personnel and equipment, probable or pending litigation and collective bargaining matters. Mr. Bill Graham seconded the motion.

The motion passed with all Ayes.

RECONVENE OPEN SESSION AND ROLL CALL

The committee returned to open session at 11:04 a.m.

Upon return to open session, the following Board members were present, Mr. Bill Graham, Mr. Evan Lukasik, Mrs. Mia Casey Sachs.

Ms. Kate Donegan, Superintendent, Dr. Joseph Bailey, Business Manager, Mr. Nathan McBride, Director of Technology and Innovation, and Mrs. Julie M. Campanaro, Board Secretary were also present. Also in attendance were Mr. Jack Hayes, Frederick Quinn, Mr. Paul Tim, security consultant, Ms. Tracy Biederstadt, and DLA Architects.

PUBLIC COMMENT

There was none.

FY22 Preliminary Draft Budget



Mr. Potter asked Dr. Bailey to lead the discussion.

Dr. Bailey gave a slide presentation on the draft preliminary FY22 Budget. He emphasized this was a draft and a work in progress. He stated that the budget like everything related to the Master Facilities Plan (MFP) was done to support the guiding principles driving the project. Dr. Bailey reviewed aspects of the budget such as the process followed in developing the budget to date. He anticipated holding a public hearing in August and he would be asking the Board to approve the budget at the September BOE meeting. Wherever possible it was zero-based, and he would continue to involve administrators, faculty and staff in the development and relative to school expenditures based on what our administrative and staff priorities are, moving forward into the school year. This is a significant change to years past. He acknowledged that the tax revenues were projected figures and would not be final until June and all known revenues and expenditures were included. He added that funding for the building security initiative was included in the budget. There remain unknowns such as the labor costs, which will not be finalized until negotiations are concluded and tax revenue until it is collected.

Dr. Bailey shared details on a higher level of the budget, reviewed the fund balances, and gave comparisons between the fund balances for 19-20 SY verses this school year, 2020-2021. He thanked Ms. Kate Donegan and Dr. Carrie De La Cruz, Director of Student Services, for their major contribution to the development of this budget. Dr. De La Cruz has identified grant money the district was eligible for but had not taken advantage of and is applying for whatever we are entitled to this year. He commented also that all of the capital expenditures have been added for the ease of budgeting and some of those funds may have to be reallocated before August.

Dr. Bailey took questions. Ms. Casey Sachs had a question about the transportation line of the budget. He noted this was one of the budget lines that did not show a reduction from year-to-year. He said that the budgeted amount is a placeholder. Dr. De La Cruz is working to fine tune that number but it will be dependent upon the need of the students enrolled in special education requiring transport.

Dr. Metzger-Mugg inquired if funds were budgeted to replace outdated textbooks and curriculum materials, and to support curriculum review. Ms. Donegan stated that there were funds in this budget for that purpose. She added that there would be a presentation at the June Board meeting regarding the topic of curriculum review and textbook replacement. She was aware that there were old materials that need to be updated. Dr. Metzger-Mug asked if possible to have a break down in this presentation by core areas. Dr. Stephanie Helfand added that we developed a five-year plan and we have added in supplemental pays so, for example, if math is not being reviewed officially for three years we have asked for the math team to look at their curriculum resources and materials. This plan will fulfill our curricular needs until we can do an official review and because you cannot review everything in one year, we would not be able to take that on. We do have that reflected in the budget as well.

Mr. Lukasik added he was hopeful there would be more detail in the next presentation. He thought it would be helpful for the board, as we get new information to update a Forecast 5 instead of going back to the original budget at this time in the year. We should be budgeting off a forecast not off last year's budget. He expected the District would have a better sense of what our actions are going to be for the year at this point, instead of having to go all the way back to the original budget. He encouraged the Committee members to send Dr. Bailey direct questions and copy him if they have anything further or anything that they would like to see that is not in the packet.



Mr. Potter thanked everyone for a good discussion. However, based on the remaining amount of time he regretted that there would not be time enough for Mr Nate McBride's technology budget report. He asked to defer that discussion to the next Building & Finance meeting.

Construction Budget for Summer 2023

Mr. Potter asked the DLA and Frederick Quinn representatives to give an overview of the plans and budget for the Phase II project work. Ms. Heather Juhl of DLA, shared updated renderings of the entrance based on feedback received from the Diversity, Equity and Belonging (DEB) committee. In an effort to be more inclusive, the ramps had been moved to be in the same area where you would access the stairs. They also incorporated some accessible spaces in the learning stair so anyone in a wheelchair would feel like they are part of the learning experience. The same was done for the designs of restrooms. Ms. Juhl shared updated renderings of the commons area, LTC incorporating large and small group spaces, the addition of double sided display cases to display the MAC museum, bench areas for individual student use, as well as flexible furnishings, recycling built-ins and the addition of a casual gathering space for students near the learning stair.

Mr. Potter inquired about as the renderings continue to evolve, how DLA will make trade-offs around cost elements and utilizing the feedback from the community within the schoolhouse. He also wondered how who make those decisions. He and other Board Members felt that some of the changes seemed less light and airy, and more institutional and felt that the original design of the entrance was preferable to the ones shared today. Mrs. Biederstadt responded that the presentation of the interior colors and materials to the administration would be a little farther down the line, but one of the things that we are reacting to as we're developing the design and updating these renderings, are the thoughts expressed at earlier visioning meetings about wanting a more traditional look to the aesthetics. Their interest was in not having something that would be so dated or trendy and is one of the comments that DLA tried to incorporate into the design. That is where the board's input is going to be important also to refine and steer the direction of the design to meet what you are trying to accomplish. The committee requested side-by-side copies of the renderings to be able to compare previous renderings together.

Mr. Potter asked Mr. Jack Hayes to give highlights of the budgeting Process.

Mr. Jack Hayes gave an overview briefly of the construction budget for phase III of the MFP based on the schematic design information provided by DLA is coming in at \$16 million. This is \$400,000 over where what was previously budgeted for the conceptual design. The hard construction budget is gone up to about 2.3 -2.4% due to a couple of the elements that needed to be added for sprinkling the Baker Building and accommodating storm water requirements. While a lot of money, it is only a couple of percentage points over the schematic design, but still falls well within the 7% design contingency. He was confident, working through design development with DLA and the administration, they would be able to refine the design and the costs, and keep the project moving in the right direction. The master budget tracks allowance items for things like environmental issues, permitting, furnishing the new addition the soft costs and the additional cost to accommodate Lead certification in the building. Because of these reasons the total project is coming in at \$19.5 million, with alternatives for an elevator if that's a an item for consideration.



THE JOSEPH SEARS SCHOOL
Kenilworth School District No. 38 Board of Education

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The haul road through Townley Field is not in this budget. Frederick Quinn removed the haul road from the budget, because based on preliminary discussions with the Village the district will access a route through Cumnor Road.

Mr. Potter asked for any quick reactions or comments and noted that the Board will get more detail on this for the June Board meeting. He stated this budget would be tightened up and we will, over the next month or so, get this finalized and ready for the bidding that we need to do later in the year.

My. Hayes commented that the next milestone would be in the design development presentation and budget at the August meetings.

Mr. Potter thanked Julie Campanaro for her long-standing loyal and very effective leadership and engagement around keeping the Board and its committees functioning so efficiently. She has been a joy to work with, and we wish her every happiness in her well-earned retirement. He invited those that were available to a reception in Mrs. Campanaro’s honor, that will start right after the meeting.

DISCUSSION/INFORMATION ITEMS

Update on Ongoing Discussions with the Kenilworth Park District Regarding Collaboration Efforts, and Review of Minutes from April 15, 2021 and May 6, 2021 Building & Finance meetings were not discussed. Mr. Potter asked that if there were any edits to the minutes to let Mr. Potter know. He will review them separately and provide Mrs. Campanaro with any edits before she posts them.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business, Mr. Potter entertained a motion to adjourn the meeting.

Mr. Evan Lukasik motioned to adjourn the meeting at 11:50 a.m. Mr. Bill Graham seconded the motion.

The motion passed with all Ayes, and the meeting adjourned.

DocuSigned by:
Julie M. Campanaro
Attest for Distribution: _____
Julie M. Campanaro, Recording Secretary

DocuSigned by:
Stephen N. Potter
Approved: _____
Stephen N. Potter, Committee Chairperson

DocuSigned by:
Julie M. Campanaro
ATTEST: _____
Julie M. Campanaro, Recording Secretary