



**LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION**

Facilities Committee Meeting Minutes  
Tuesday, August 19, 2025 at 6:00 PM

**BOARD OF EDUCATION**  
Peter D. Theodore, *President*  
Myra A. Foutris, *Vice President*  
John P. Vranas, *Secretary*  
Ted Kwon  
Jay Oleniczak  
Elissa B. Rosenberg  
Mihra Seta

**ADMINISTRATION**  
Dr. David L. Russo, *Superintendent of Schools*  
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum & Instruction*  
Courtney L. Whited, *Business Manager/CSBO*

***Minutes of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, was held in the Marvin Garlich Administration Building  
6950 N. East Prairie Road, Lincolnwood, Illinois 60712, on Tuesday, August 19, 2025.***

**1. CALL TO ORDER/ROLL CALL**

Chair Vranas called the Facilities Committee meeting to order at 6:01 p.m.

**FACILITIES COMMITTEE MEMBERS**

John P. Vranas (BOE), Chair  
Myra A. Foutris, Co-Chair (BOE)  
Elissa B. Rosenberg (BOE)

**FACILITIES COMMITTEE MEMBERS NOT PRESENT**

Emily McCall, Community Member

**ADMINISTRATORS/STAFF**

Dr. David L. Russo, Superintendent of Schools  
Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum & Instruction  
Courtney L. Whited, Business Manager/CSBO  
James Caldwell, Sr., Director of Buildings & Grounds  
Jordan Stephen, Director of Technology

**OTHERS PRESENT**

Athi Toufexis, StudioGC

**2. AUDIENCE TO VISITORS**

None

**3. APPROVAL OF MINUTES**

**a. Facilities Committee Meeting Minutes - **JUNE 10, 2025****

A motion was made, seconded and passed to approve the June 10, 2025 Facilities Committee meeting minutes.

**4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors**

**a. StudioGC architecture+interiors Project(s) Update**

- i. Athi Toufexis, StudioGC, explained Oak Brook Mechanical met the substantial completion deadline August 1st for the Todd Hall HVAC Tunnel project, and the insulation application finished the week of August 11th. The District will work with Everest on programming. There are minor punch list items that are being addressed.**

**II. Sitework by Abbey Construction**

Athi noted that substantial completion status was met by the July 25th deadline. The striping of play areas was scheduled for the week of August 11th and is partially completed. The Gaga Ball Pit structure was purchased by the District and is scheduled for delivery within the next few days. There are minor punch list items that are being addressed.

III. General Trades by Construction Solutions, Inc.

Athi explained that the substantial completion status was NOT met by the August 1st deadline. The exterior door replacements will be completed on Saturdays in September. The contractor has been put on notice that they will be responsible for liquidated damages due to their failure to complete the project on time. The Committee suggested that this matter be reviewed by our attorney to verify compliance of notice requirements to the contractor.

IV. Rutledge Hall Corridor Flooring by Construction Solutions, Inc.

Athi explained that substantial completion status was met by the August 11th deadline. They are working through the punch list items and questions about the background color for the main entrance walk off mat.

V. Storage Unit by TuffShed

The concrete foundation was cured by August 11th, the District is expecting completion on August 25th.

VI. Kindergarten Playground Surface

Athi explained that the playground surface should be ready for student activity on August 25th.

VII. Grade 1 Classroom Furniture

Athi explained that all but the lecterns have been delivered and assembled. The punch list notes scratches on some edges of items. Final payment will be held until punch list items are completed.

VIII. Parking Lot Reconfiguration Striping

The Administration sought quotes from two respected contractors that recently completed work on campus. Courtney explained that the District will accept the bid from Murphy based on the received bids. The project includes permanently patching the area where a water main broke in front of Rutledge Hall and a ramp to the new TuffShed structure. The Committee recommended use of a hot striping machine to do the ADA stalls at Rutledge Hall. The Administration would like to complete it before the start of school.

5. OLD BUSINESS

None

6. NEW BUSINESS

a. 2025-2026 Vivi Players

Jordan Stephen, Director of Technology, presented the quote for Vivi Players. Legal counsel has not yet finished reviewing all of these contracts. Jordan stated that if Counsel has substantive changes we would pull the item from the Board Agenda.

The Vivi players are devices that automate safety alert systems. The District is looking to purchase four devices for three years. The Committee asked if we own the units or do we rent. Jordan explained that the District will own the units. The Committee asked about the technology capabilities. Jordan explained that the District can push out signage and information that is customizable and easier to manage, also in the event of an emergency, we can program these units through a click in an app to give emergency cues. The Committee asked if it would be visually loud and distracting. The Administration explained that we would post mostly stationary messages such as lunch menus.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to approve the purchase of four Vivi digital devices for \$2,148 from September 5, 2025 to September 4, 2028.

b. Raptor Technologies, LLC Subscription Agreement

Jordan explained that this is an expansion of our current Raptor visitor management system. This will allow the District to utilize a more efficient visitor management system, particularly on high traffic days. The Committee asked if a parent is pre-approved, can they just walk in and get their badge when they arrive. Jordan explained that it will work that way. The Committee asked if we are still using the peel and stick ID's because they don't stay on very well, and the lanyards are being taken with them when visitors leave the District. The Administration will look into other identification strategies.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to approve the contract for Raptor Technologies, LLC for the upgrade to the VisitorSafe Management System in the amount of \$2,154 from August 1, 2025 to January 31, 2026.

c. Renaissance Communication System Installation of Door Access Control Installation

Jordan explained that this is a new door access control system after the technology team explored more cost-effective options. Renaissance will reuse our existing hardware, and the annual service fee would \$1,200 versus \$25,000 with our current vendor.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to approve the quote from Renaissance Communication Systems for the upgrade to the door access control system in the amount of \$39,100.

d. Video Camera Recommendations 2025-2026 School Year

Since the last Committee meeting, Jordan met with the recommended vendor to ensure total camera coverage across campus. This new quote from CDW-G/Renaissance comes in around \$134K per year with all new materials. The Committee asked if there are any state or federal grants to cover this. Jordan explained that there were some school safety grants out there but the Administration shared concerns over the terms for those grants. The Committee asked how long it will take to implement. Jordan will check with the vendor and give an update as soon as he gets a time frame.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to approve the quotes from CDWG and Renaissance Communication Systems for the installation of the new Video Security systems in the amount not to exceed \$135,000.

7. District Facilities Update

a. Motorized bikes and scooters

Dr. David Russo is looking for input from the Committee regarding the use of motorized bikes and scooters on campus. Dr. Russo brought to the Committee's attention the Student Handbook where students need to walk all bikes, scooters, and skateboards on campus. Dr. Russo explained that he will look to District's legal counsel for guidance as well as discuss this subject with other superintendents who are also dealing with this issue. The Committee recommended gathering input from parents as well before finalizing a Policy.

b. Extra Bricks from Summer 2023 tuckpointing project

The Committee concurred with the Administration's decision to donate most of the bricks that were purchased during the 2023 masonry tuckpointing project to the Habitat for Humanity Restore and retain one pallet of bricks for any future repairs.

c. Energy Systems Group

Dr. Russo noted he has taken meetings with performance-based contract vendors. The Committee is not interested in pursuing this at this time.

#### d. Facilities Rental Requests

Courtney gave an overview of the Facility Rental Requests thus far:

- Lincolnwood Baseball & Softball Association for Jan 2026 - Jun 2026.
- Lincolnwood Parks & Recreation for Fall after-school activities.
- Girl Scouts: Todd Hall/Rutledge Hall spaces for year-long Daisies, Brownies & Jr. GS meeting.
- iPro Soccer Todd Hall/Rutledge Hall for Nov 2025 - Mar 2026
- Skomor Soccer

The Committee asked if we could expand the number of rooms for After School care provided by CCDC, to accommodate all Lincolnwood residents that may otherwise end up on a waiting list.

Dr. Russo discussed partnering with the Village of Lincolnwood to obtain grant funds for flashing crosswalk signage at the major crosswalks. This may require some parent/family/student/staff surveys to comply with the grant that would help fund these signs. The Committee concurred with the Administration's pursuit of this project.

#### 8. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 7:01 p.m. The next Facilities Committee meeting will be held Tuesday, September 16, 2025 at 6:00 p.m. The public is welcome.

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John P. Vranas, Chair

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Myra A. Foutris, Co-chair