



**PROSPECT HEIGHTS DISTRICT 23  
BOARD OF EDUCATION  
ACTION ITEM**

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**Date:** January 3, 2022  
**Title:** Early Learning Expansion - Leadership Team  
**Contact:** Don Angelaccio, Superintendent  
Amy McPartlin, Assistant Superintendent for Finance & Operations

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**SUMMARY:**

In its effort to achieve the District's goal of ensuring that District 23 facilities possess the capacity to provide spaces that support collaborative learning opportunities and contribute to optimal educational experiences, Administration has been organizing a team of key contributors to review our District's options.

Along with District Administration, it will be the responsibility of this team to:

1. Develop and recommend a long-term facility option,
2. Generate awareness and community advocacy for the selected facility option, and
3. Define a financial funding option to support the selected facility option.

**BACKGROUND:**

Through a comprehensive selection process, the following contributors have been evaluated by Administration. To follow is a brief description of their role in the process, and an estimate of costs to the District for services provided during the facility selection process:

**ARCON Associates - Architect**

- Architecture services to generate "living" documentation representing the long range facility needs and financial impact, while providing an opportunity for community and stakeholder engagement.
- Estimated total cost of services: \$23,000.

**Paul Hanley, Beyond Your Base - Public Policy Consultant**

- Consulting services to assist in the engagement of the community with information regarding the District's facilities and long range needs.
- Estimated total cost of services: \$60,000

**Nicholas & Associates - Construction Manager**

- Construction management services, providing checks and balances for the District to ensure designed facility options can be built within budget and schedule.

- No cost during this planning stage.

**Elizabeth Hennessey, Raymond James** - Municipal Advisor

- Financial advisory services to provide advice on available financing structures for selected facility option.
- No cost during the planning stage

While each team member has a specific role in the process, expectations of all include attending meetings as required to generate awareness and community advocacy for the selected facility option. Costs are estimates of services provided during the planning of the facility selection process and do not include any costs associated with the execution of any final selected facility option.

**IMPACT TO BUDGET:**

As discussed with the Finance Committee, we can anticipate invoices for approximately 50% of the total costs to come in FY22. The approximately \$42,000 is currently available in budgeted Fund 10 contingency accounts and will be reallocated to an ELE Purchased Service account to track the funding for this project. The remainder of these fees will be budgeted in the FY23 Purchased Services budget.

**RECOMMENDED BOARD ACTION:**

That the Board of Education approve the above referenced facility leadership team and estimated costs, and authorize Administration to finalize contracts with Arcon Associates and Beyond Your Base. Should there be a need for a formalized contract with Nicholas & Associates and Raymond James, Administration will bring those forward for Board discussion and action.

\*Formalized contracts are still being finalized and will be brought to the Board in January for further discussion.