DIXON PUBLIC SCHOOLS #170

"A Place to Grow"

www.dps170.org

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Margo Empen, Superintendent
Doug Stansford, Asst. Superintendent
Marc Campbell, Business Manager

Date: February 18, 2026
To: Board of Education Members
From: Margo Empen, Superintendent & Marc Campbell, CSBO
RE: HLS Amendment – Stage Curtains at Madison and DHS

In accordance with Board of Education Policy 4:150 Facility Management and Building Programs a designee of the Superintendent shall facilitate compliance with the 10-year safety survey process required by the School Code. The local school board, guided by The Local Government Professional Services Selection Act Section 50 ILCS 510/0.01, is required to hire a licensed design professional to assist the district in correcting the violations using the school building code known as "Health/Life Safety Code for Public Schools," Part 180.

The HLS process requires that prior to the expenditures of the HLS fund, a licensed design professional must create a HLS amendment. The amendment is then approved by the Board of Education, submitted to the ROE for approval, and then approved by ISBE. In January 2026, the Board was informed of our need to replace the stage curtains at Madison and DHS. Replacement of the curtains is an allowable HLS expense and the next step in the process is for the Board to approve the HLS amendment.

Attached to this memorandum there are two summary exhibits.
- Exhibit A: Scheduled HLS Summary page for the Madison curtains estimated at $42,400.
- Exhibit B: Scheduled HLS Summary page for the DHS curtains estimated at $60,600.

Fund Balance information from SDS and Financial Summary:
- Health Life Safety Fund: Unaudited 1/31/26 $903,000
- Architect Estimated Stage Curtain Work Cost $103,000

Upon approval of the amendment, the next steps in the process include:
- o   *February 2026* – Board approval of HLS Amendment and process documentation with the ROE.
- o   *March 2026* – Conduct a Bid
- o   *March/April 2026* – Board approval of bid

It is the recommendation of District Administration that the Board approve the HLS amendment for the replacement of stage curtains as presented.

Dixon Public Schools, in cooperation with the community, will provide students with a comprehensive educational program that produces well-educated, self-sufficient, and involved citizens.

Add / Edit Schedule Item

Location(s) (Name & Room Number):*	Gymnasium Stage
Priority Code:*	Required ⌄
Rule Violated: *	IFC 807.2, NFPA 701 View () or ()
Description of the Violation:*	Stage curtains will not pass their fire retardant flame test again.
Recommendation to Correct Violation:*	Replace stage curtains with fire retardant material that will pass the flame test.
Action Id:*	Repair ⌄
Specification(s):*	Replace stage curtains with fire retardant material that will pass the flame test.
Units Of Measure:*	LS
Quantity:*	1
Labor Code:*	Work will be performed by contractors ⌄
Work Type:*	Safety Standards ⌄
Estimated Cost: [00.00]*	$ 42400.00
Estimated Completion Date: [MM/DD/YYYY]*	8/1/2026
Funding Type:*	Fire Prevention ⌄

ROE Adjustments

Adjusted Amount: [00.00]	$

ISBE Adjustments

Adjusted Amount: [00.00]	$
Reason:	Select ⌄

Save Item   Cancel

Ⓑ

Add / Edit Schedule Item

Location(s) (Name & Room Number):*	Auditorium
Priority Code:*	Required ▼
Rule Violated: *	IFC 807.2, NFPA 701 View () or ()
Description of the Violation:*	Stage curtains will not pass their fire retardant flame test again.
Recommendation to Correct Violation:*	Replace stage curtains with fire retardant material that will pass the flame test.
Action Id:*	Repair ▼
Specification(s):*	Replace stage curtains with fire retardant material that will pass the flame test.
Units Of Measure:*	LS
Quantity:*	1
Labor Code:*	Work will be performed by contractors ▼
Work Type:*	Safety Standards ▼
Estimated Cost: [00.00]*	$ 60600.00
Estimated Completion Date: [MM/DD/YYYY]*	8/1/2026
Funding Type:*	Fire Prevention ▼

ROE Adjustments

Adjusted Amount: [00.00]	$

ISBE Adjustments

Adjusted Amount: [00.00]	$
Reason:	Select ▼

Save Item   Cancel