

**RIVER TRAILS SCHOOL DISTRICT 26**  
**OPERATIONS COMMITTEE MINUTES**  
**MAY 14, 2013 – ESC – 5:00 p.m.**

**Call to Order**

The meeting was called to order at 5:00 p.m.

Members Present: Frank Fiarito, Linda Linder, Rathna Koka  
Member Absent: None  
Committee Guest: Ms. Lyndl Schuster, Steve Kosmicki, Dr. Dane Delli

**I. Approval of Minutes**

The Minutes from the January 22, 2013 Operations Committee Meeting were approved as presented.

**II. Operations Committee Charter (Information/Discussion)**

Ms. Schuster discussed the Operations Committee Charter with committee members.

**III. FY13 ISBE Maintenance Grant Project (Information/Action)**

**A. RTMS and Euclid Fire Alarm Upgrades**

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Ms. Schuster discussed details of the 50/50 maintenance grant received through the state with new committee members. Ms. Schuster then informed committee members about the ongoing projects from last year's grant. The district renovated RTMS's small gym with a portion of the 50/50 grant last year, and recommends upgrading Euclid and RTMS's fire alarm system with the other portion of the grant.

In response to Committee member's questions:

- The 50/50 grant is not guaranteed, the state will decide who the recipients are
- If the District does not receive the grants, funds will be budgeted from the Operations and Maintenance budget and will fall in line with the 5-year forecast

The Operations Committee was in consensus to recommend the RTMS and Euclid Fire Alarm Upgrades and present for information to the full Board at the May 21, 2013 Board of Education Meeting.

**IV. Maintenance Grant (Information/Action)**

Ms. Schuster presented several projects that the District would like done. The Administration is requesting that the Committee approve their recommendation to apply for a 50/50 matching grant through ISBE in order to complete the following projects.

**A. Elementary School Gym and Cafeteria Upgrade plus Indian Grove Ceiling**

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Ms. Schuster presented information on the following recommended projects:

- Replace the cafeteria ceiling at Indian Grove
- Replace the lighting in the gym and cafeteria at both Indian Grove and Euclid.

The Operations Committee was in consensus to recommend applying for the ISBE grant and present the above project for information to the full Board at the May 21, 2013 Board of Education meeting.

## **B. Univent Upgrades**

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Ms. Schuster introduced several employees from Trane who were made available to answer any committee member's questions about the uninvent proposal. Mr. Kosmicki discussed the specifics of the project and costs associated with implementing the system.

A Trane representative discussed a STEM lab idea proposal which will be featured in one classroom at no cost to the district. This would serve as an interactive classroom for HVAC instruction that can be implemented into the student's lesson plan.

The Operations Committee was in consensus to recommend applying for the ISBE grant and present the above project for information to the full Board at the May 21, 2013 Board of Education meeting.

## **C. Indian Grove Fire Alarm Update**

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Ms. Schuster discussed the IG fire alarm upgrade project with the Committee. The District wants to upgrade IG's fire alarm system to match the other two school buildings.

The Operations Committee was in consensus to recommend applying for the ISBE grant and present the above project for information to the full Board at the May 21, 2013 Board of Education meeting.

## **D. RTMS Server Room Battery Backup and Generator**

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Ms. Schuster presented information on the following recommended projects:

- Upgrade the battery backups at RTMS
- Purchase and install an emergency generator at RTMS

In response to Committee member's questions:

- The District currently only has a battery backup system for the server room. This controls all internet and phone communications in the District.
- The system will be housed at RTMS

The Operations Committee was in consensus to recommend applying for the ISBE grant and present the above project for information to the full Board at the May 21, 2013 Board of Education meeting.

## **V. Euclid School Playground (Information/Action)**

Ms. Schuster and Mr. Kosmicki discussed the new proposed playground equipment for Euclid Elementary.

The Operations Committee was in consensus to recommend the new Euclid school playground and present for information to the full Board at the May 21, 2013 Board of Education Meeting.

## **VI. Z-Pass (Information/Discussion)**

Ms. Schuster presented information on the Z-Pass program. The program involves incorporating a chip in student's bus passes so the district can track whether a student got onto a school bus or not and if the student is an eligible bus rider.

The committee decided to table this idea until a later date.

## **VII. Food Service Management Update (Information)**

Ms. Schuster provided an overview of the District's current food service management system. She noted the successful relationship with District 214 and discussed the current contract.

Dr. Koka would like to see a quantitative analysis of the current food service operations. Ms. Schuster will provide information at a future Operations Committee meeting.

## **VIII. Adjournment**

The Operations Committee Meeting adjourned at 5:58 p.m.

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Committee Chair

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Date