

Minutes of Buildings & Sites Committee Meeting

The Board of Education Prospect Heights School District 23

A Buildings & Sites Committee Meeting of the Board of Education of Prospect Heights School District 23 was held Tuesday, March 2, 2021, beginning at 7:00 AM in the Grodsky Administration Building
700 N Schoenbeck Rd
Prospect Heights, IL 60070.

I. Call to Order – 7:06 AM

A. Present: Members Bednar and Chester; Admin: Angelaccio, Rominski and McPartlin

II. Discussion Items

A. Lost Time - Overtime Report

The attached report runs from 2/1 to 2/21. Typical PTO benefits taken during this report period. 1 day custodian was off for extended sick days due to a non-covid related health issue. This time was covered by a substitute and did not require OT coverage. All other night absences were filled by OT coverage.

B. Summer 2021 HVAC Retrofit Work

As discussed in the February committee meeting, proposals were received and evaluated for the 2021 HVAC Retrofit Work. It is our recommendation that the Board approves the 2021 Retrofit Work per the attached Board Action Item memo.

C. MacArthur 2021 Roofing Work

Summer 2021 roofing work will focus on the 1994 vintage roofs (27 years old) at MacArthur. The construction budget estimate is approximately \$407,940.00. A mandatory pre-bid meeting was held on Monday, March 1 for all interested bidders. Bids will be received, evaluated and presented to the Board for approval at the April Board meeting.

D. Update on Rental Agreements

Amy and Brian have been working to update the current District Rental Agreements with our Polish Schools. Attached are the two DRAFT agreements for the Committee's review. Rates will be added once finalized per the included rate schedule.

Updated Facility Fee Use Schedule

The fee schedule has been updated to reflect custodial salary hourly increases as of July 1, 2021. Updated portions are highlighted in bold font.

E. MacArthur Projector Replacement Project

In accordance with the Educational Technology Plan 3.0, the classroom projectors have been identified as a priority for the remainder of FY21, FY22 and FY23. MacArthur has been selected to receive the first round of replacements in FY21 and early FY22.

F. Eisenhower School - Installation of Raised Garden Bed Boxes

Eisenhower School was awarded a \$3,000 grant during the 2019-20 school year for the purchase of several raised garden beds. Because of the seasonal timing, the desired beds were no longer available. The funds are still available and the principal would like to now proceed with the purchase.

G. Elementary and Secondary School Emergency Relief Fund (ESSER Fund) Update

As shared with the Board, we have been told that the District's allocation of ESSER Funding equates to \$467,000. The anticipated guidelines have been attached for your review. At this point, we are continuing to meet with staff and gather feedback on potential expenditures in the areas of: personnel, physical space modifications, mitigation supplies and equipment, technology, and curriculum and instruction.

H. Honeywell Service Contract

As discussed at the January B&S meeting, we asked Honeywell to provide a 1 year service contract so we can be reflective of their service commitments prior to entering into another long term contract. Attached is the revised service contract from April 1 - June 30, and then a 1 year contract from July 1 2021 - June 30 2022.

I. Summer Worker Hiring

Posting for the summer worker position will occur late March. Current minimum hourly wage rate for workers 18 + regardless of annual hours is \$11.00. Workers less than 18 years of age, and working less than 650 hours per year, current minimum hourly wage is \$8.25. We did not hire any 2020 summer workers. Due to the difficulty we had finding summer worker in 2019 and the current part time job climate, we recommend paying all summer workers and hourly rate of \$11.00. Summer worker salaries are budgeted annually in the operations and maintenance fund. The quantity of summer workers will be reflective of the already budgeted funds.

III. Old Business

A. Approval of Minutes - Buildings & Sites Committee Meeting of 2/2/21

The Building & Sites Committee recommends approval of the minutes from the 2/2/21 meeting as written.

IV. New Business

V. Adjournment – 7:42 am