

**BOARD OF EDUCATION
BUTLER SCHOOL DISTRICT 53
OAK BROOK, ILLINOIS**

Administrative Center Board Room

Thursday, March 1, 2018

7:00 a.m. Buildings and Grounds Meeting

AGENDA

- I. General Business
 - A. Call to Order
 - B. Roll Call

- II. Approve Minutes of February 2, 2018

- III. Old Business
 - Summer 2018 Planned Projects:
 - BJH Faculty Lounge—New cabinets, counter tops, flooring, lighting, selected appliances, paint, tables and chairs
 - BF Interior Door Keyless Entry
 - BF and BJH Playground Project
 - District Boardroom AV
 - TECHNOLOGY OPEN PROJECTS

- V. New Business
 - FY19 B&G Budget
 - Snow Removal for FY19
 - Brook Forest Lift
 - End of Year Checkout—Responsibilities
 - Staff Relocation—Summer
 - Updating Software for Building Access to Both Buildings
 - Summer Building Access—Staff or Summer Programs?
 - Summer Help?
 - All Preventive maintenance to buildings:
 - H.V.A.C.—rooftops, unit ventilators
 - Boiler break down and start up, air handlers, fin tubes
 - Electrical lighting—interior and exterior
 - Housekeeping deep cleaning
 - Building inspections prior to school starting (i.e. ROE, Fire Department, Building Fire alarm panels, Fire Marshall for building boilers)
 - BJH and B/F all plant beds to be re-mulched
 - BJH and B/F concrete safety pads to be replaced as needed
 - Safety yellow painting to be completed district-wide
 - Greece pits to be pumped and cleaned at both buildings
 - Building parking lots to be seal coated and striped

- VI. Master Facility Plan
 - Summer 2019 and Beyond
- VII. Facility Use Requests
 - Open
- VIII. Issues/Concerns
 - Open
- IX. Adjournment

Next meeting: April 5, 2018