

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

Administrative Center Board Room
Thursday, April 5, 2018
7:00 a.m. Buildings and Grounds Meeting

MINUTES

- I. General Business
 - A. Call to Order
Mr. Paskalides called the meeting to order at 7:00 a.m.
 - B. Roll Call
PRESENT: Mr. Lou Paskalides, Dr. Heidi Wennstrom, Mr. Bob Jakupi, Dr. Sandra Martin, Dr. Chad Prosen, Ms. Amy Read, Mrs. Kim Krupicka, Mr. Todd Beyer
- II. Approve Minutes of March 1, 2018
The minutes were approved as presented.
- III. Old Business
 - Summer 2018 Planned Projects:
 - BJH Faculty Lounge—New cabinets, counter tops, flooring, lighting, selected appliances, paint, tables and chairs—Lounge design is complete and about 40% of the project has been ordered. No architect was used in this process.
 - BF Interior Door Keyless Entry—Postponed. The cost was greatly increased due to bidding requirements. The committee expects to bid this project with the BJH project if the Board of Education elects to complete the door project slated for the summer of 2019. While the project could be phased in over several years, the warranty might be compromised by our doing the installation in-house.
 - BF and BJH Playground Project—The Brook Forest playground project is slated to begin the second week of June. The park district schedule is very busy this summer, but Mr. Jakupi expects to bring the junior high project in before school begins in August.
 - District Boardroom AV—The monitors have been installed and the AV portion is complete. The professional sound person has evaluated our system and the microphones are the best available. Microphones are fragile and must be handled carefully.
 - Brook Forest Handicapped Lift—The lift will be replaced this summer and it will be improved to carry more weight. Thank you to Mr. Jakupi, Mr. Beyer and the custodial staff for their cooperation during this transition period. The cost is \$33,652.00.
 - TECHNOLOGY OPEN PROJECTS—None at this time.

V. New Business

- FY19 B&G Budget—The budget has been submitted and will be reviewed by the Finance Committee. The committee discussed several line items.
- Parking Lot Resealing—Mr. Jakupi is going out for bid for parking lot resealing. The paint needs to contain sand in the crosswalks.
- Rental Fee for Soccer Fields—The District has received requests for summer use of our fields. Given the investment in the fields, Mr. Jakupi believes the District should charge for the use of the playing fields. The priority of the fields is for the use by Butler SD53 students. If fields are damaged in the summer, the fields will be compromised for student use. After some discussion, the committee recommends that the fields not be used by groups outside of District 53. If the Board opts to rent the fields to outside groups, then the committee recommends that a fee be charged.
- Meeting Dates for 2018-2019—The meetings will be held the first Thursday of the month at 7:00.
- Adler Roofing Request for Payment—The pending litigation will be discussed in closed session by the Board of Education. A decision about payment will be made after this discussion.
- Classroom Action Guide—Ms. Read will discuss the procedures with Deputy Chief Cates. The committee discussed a variety of approaches to school safety and scheduled drills.

VI. Master Facility Plan

- Summer 2019 and Beyond
The plan contains \$4.7M in projects for the next five years. The projects are the same as have been discussed in previous meetings. The projects will be discussed by the Finance Committee.

VII. Facility Use Requests

- Open

VIII. Issues/Concerns

- Building Rental & Usage—Administrators expressed concern about the use of the junior high building by the Boy Scouts in March. In general, the students were not supervised, running around the school, putting students in lockers, and occupying areas throughout the building rather than the space the group had rented. Adult supervision was in the multipurpose room rather than with the students in other parts of the building. Student safety and building cleanliness are two major concerns. Even though a custodian was present, students did not respond appropriately to his requests. The committee generated options for improving supervision and/or restricting access to groups who do not follow the rental procedures. Rental procedures will need to be amended to address these issues.
- SELF Insurance—District 53 received a top rating for safety for facilities. The inspector said that he wished that all of his districts were as attentive to safety as District 53. Our workman's comp claims have been minimal and when filed, very legitimate. In general, he was highly complementary.
- Summer School—Buildings will be closed to staff for routine maintenance and limited construction. Summer school will be held in August.

IX. Adjournment

The meeting was adjourned at 8:10 am.

Next meeting: Tuesday, May 1, 2018*

***NOTE CHANGE OF DATE**