

OAK PARK AND RIVER FOREST HIGH SCHOOL  
201 North Scoville Ave.  
Oak Park, IL 60302

**FINANCE COMMITTEE MEETING**  
Tuesday, June 16, 2009

A Finance Committee meeting was held on Tuesday, June 16, 2009. Chair Allen called the meeting to order at 7:34 a.m. in the Board Room. Committee members present were John C. Allen, IV, Dr. Ralph H. Lee, Amy McCormack, Dr. Dietra D. Millard, and Sharon Patchak-Layman (arrived at 7:48 a.m.). Also present were Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Jack Lanenga, Assistant Superintendent for Operations; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Kay Foran, Communications and Community Relations Coordinator; Doug Wiley, OPRFHS Supervisor of Finance; Tim Keeley, OPRFHS Purchasing Coordinator; Robert Zummallen, Director of Buildings and Grounds; James Paul Hunter, OPRFHS Faculty Senate Executive Committee Chair; Joe Hallissey, OPRFHS faculty member.

**Acceptance of Minutes of May 19, 2009 Finance Committee Meeting**

It was the consensus of the Finance Committee members to accept by acclimation the minutes of the May 19, 2009 Finance Committee meeting, as presented.

**Construction Update**

Mr. Lanenga reported that additional asbestos was found around water pipes and he was waiting for a permit to remove it. The cost to remove it will be \$9,500 for pipes and \$3,500 for the floor tile.

**E2 Contract**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Contract with E2 for the 2009-10 school year to monitor the District's critical servers and to manage each application and OPRFHS server, at its regular June Board of Education meeting under its consent agenda. This will be a major improvement for the school and the estimated yearly costs will be \$150,000. They have been charged to look at services, including DeskTop Systems.

**Special Education Module for Skyward**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the purchase of the Skyward Special Education module at a cost, including training, of \$11,973 at its regular June Board of Education meeting under the consent agenda. This will be purchased with ARRA funding.

Discussion ensued regarding Skyward. The committee members were informed that OPRFHS is licensed to use Skyward. OPRFHS pays an annual fee, which includes updates twice a year to fix errors and add enhancements. The Food Service Department

may consider using a Skyward module in the future. In-house people have the ability to request reports.

### **Purchase of Mini-Buses**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the contract to the lowest bidder, Midwest Transit, for three minibuses at its Special Board Meeting on June 16, 2009. This is part of the transportation replacement program. The older buses will be traded in to Midwest Transit.

The Chevy Collins model was chosen as it was the most economical choice and sufficient for the short distances for which it is used.

### **Glass Block Replacement**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the Glass Block Replacement project to Cyberdyne Masonry at its Special Board Meeting on June 16, 2009.

The glass block windows in the 3-East Gym will be replaced because of their deterioration.

### **Sanitary Paper Products**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the contract to the lowest bidder, Kranz, for Sanitary Paper Products for \$31,074.59, at its regular June 25, 2009, Board of Education meeting on the consent agenda. This was a 2% decrease from last year.

When questioned as to whether it was appropriate to call a vendor and inform them of something missing in their bid documents, Mr. Keeley stated that while there is a grey area in the bidding process for things such as not having something notarized, it would be unethical to inform the bidder as to what was missing after reading the bid out loud in public.

### **Entry Way Carpet Tiles**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the Entry Way Carpet Tile contract to Kranz for six entrances in the amount \$14,626.16, at its regular June 25, 2009 Board of Education meeting on the consent agenda.

Discussion ensued about sampling employee records to make sure they complied with the prevailing wage. Mr. Allen did not want to spend an employee's time checking this information. Bidders sign affidavits stating that they pay prevailing wage.

### **Security Cameras, Phase II**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the contract for sixteen (16) new interior and exterior security cameras to Precision Control Systems of Chicago for \$20,601.12, at its regular June 25,

2009 Board of Education meeting. They will be placed in the Field House and halls that have no camera coverage. It was noted that bike thieves had been seen on camera and that information enabled the police to catch them.

In the future, the Assistant Principal for Safety and Security and the Assistant Principal for Student Services will identify areas that still need cameras. It was noted that the cameras were used as recorders versus observers.

Ms. Patchak-Layman questioned whether it was cost effective to spend money on more cameras to deter certain behaviors rather than spending the money on programs to change student behavior. Mr. Allen stated that the reasons for installing the cameras were safety, investigation, in addition to being a deterrent to bad behavior. Many studies that show that cameras have a deterrent effect and Mr. Allen challenged Ms. Patchak-Layman to find research that proved this was not true. Ms. Patchak-Layman suggested that with a finite amount of money, perhaps the money would be better spent on training programs for staff. Dr. Lee suggested that this debate continue at another time.

Mr. Allen asked that the approval of this low bid be placed on the June 25 Board of Education meeting regular agenda, Ms. Patchak-Layman was invited to bring her concerns and any substantiating reports to that meeting.

When asked if the cameras could be moved after installation, Mr. Lanenga responded that while they could, it would be labor intensive and thus costly.

### **Weight Room Equipment**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the bid for weight room equipment to Wilder Fitness (\$30,872.00) and the flooring portion to Magnum Fitness (\$7,947.84) at its regular June 25, 2009, Board of Education meeting on the consent agenda.

Wilder both manufacturers and installs the equipment.

### **Theatrical Costume Rental/Design**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it award the Theatrical Costume Rental/Design contract to Jeffrey Kelly Design at its regular June 25, 2009, Board of Education meeting on the consent agenda. Kelly will also provide onsite services.

Dr. Weninger thanked both Mr. Keeley and Mr. Hallissey for working through the contractual situation that occurred last fall. OPRFHS has a long-term relationship with Jeffrey Kelly Design. In addition to providing the costumes, Jeffrey Kelly Designs will assist with the fitting of the costumes, as specified in the bid.

### **Downtown Oak Park Tax Increment Financing District Update**

As an information item only, Ms. Witham provided the Finance Committee members with a written update on the above. She outlined the areas in which the Village of Oak

Park was in default of the Agreement and a timeline of events. She noted that the Village of Oak Park is also delinquent in payments for the 1995 Madison Street TIF Settlement Agreement, although it had promised to remit funds related to the Downtown 1985 and Madison Street 1995 settlement agreements by June 30, 2009.

### **Budget Cycle Timeline**

Ms. Witham updated the budget cycle timeline.

Discussion ensued as to why Mr. Allen asked that an effort be made to approve the budget in August. Mr. Allen explained that while the fiscal year starts in July and the Board of Education has the option of approving the budget in September, he felt it would be a better practice to have an approved budget in August.

Ms. Patchak-Layman asked for further information on the additions/deletions on the phase-in initiative dollars on page 19 between 2008-09 and 2009-10. Some dollars were added and some removed. Dr. Weninger answered those questions relative to the junior level reading, the institutional researcher, the Theda scholars, staff development, hardware and software. He clarified that one full-time science teacher cost was more than that of two full-time English teachers. The difference in salary depends on the level of people being hired.

Ms. Patchak-Layman asked to see the PMA projection model reflecting the .1% CPI for 2008. Dr. Weninger stated that the lowered CPI will affect the school district in the 2010-11 school year with a \$1.5 million loss in revenue is projected. Dr. Weninger will ask Ms. Witham about the PMA model.

With regard to state funding, Ms. Patchak-Layman asked how the district would be impacted. Dr. Weninger stated that programs such as CITE could suffer significantly as federal funds are matched by the State. If the State does not tell the federal government that it will match the CITE or Perkins funds, it will impact OPRFHS at the level of approximately \$80,000 to \$100,000. This could also have an affect on automotive, technology, foods, CAD, and child development programs as well. Ms. Patchak-Layman noted that the TAPP program was on the elimination list. If these dollars were eliminated, the District would have to answer the question of how students would access the TAPP program. Dr. Weninger responded that while the state might not support either of these programs, the District is getting ARRA stimulus funds which could be used to bolster some of these areas.

Mr. Allen stated that the Governor may sign a bill for a lump sum, but the State Board may decide to fund things unevenly, thus, affecting the amount of money the District receives. In fact, even if the District is supposed to receive \$2.4 million as stated on Page 10, it may, in fact, receive less than the 50 percent.

Ms. Patchak-Layman understands that the basic grant level may have been approved and those funds were “more secure” than the rest of the funds in the budget. Mr. Allen did not know how that applied to downstate grants. He felt there would be a bias. Ms.

Patchak-Layman felt that only 15% were in the middle tier or no tier category, which had no state formula.

### **Property and Casualty Liability Insurance Renewal**

It was the consensus of the Finance Committee members to approve the July 1, 2009 Property and Casualty Liability Insurance renewal with CLIC at its regular June 25, 2009 Board of Education meeting on the regular agenda.

Ms. Patchak-Layman asked if a six percent increase in premiums was the standard within the industry and if the school were doing better on its claims.

### **Workers' Compensation Insurance Program**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the July 1, 2009 CLIC Workers' Compensation renewal at the June 25, 2009 Board of Education meeting on the consent agenda.

Ms. Patchak-Layman asked if the high school were benefiting from the reduction in the number of workers' comp claims. She asked for a breakdown of the number of claims for this year versus last year. Dr. Weninger responded that based on CLIC's use of funds, which is a large consortium of schools, the FY '09 experience was good overall, and \$1 million had been saved. OPRFHS's savings portion is \$17,000.

Ms. Patchak-Layman asked for a comparison of worker comp claims from last year to this year. While she felt that if employees were being safer in their work they should be complimented, Ms. McCormack stated that workplace injuries should not be complimented or faulted as they just happen and the District should not be in the business of filing claims. She suggested that it could be a legal issue if the District were complimenting staff for not filing workers' compensation claims. Ms. Patchak-Layman admitted that her wording may be incorrect, but she stated that the costs associated with workers' compensation are related to safety and programs. Dr. Millard suggested asking the staff if there were ways to improve safety and to provide a more generic statement.

### **Treasurer's Report**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the June 2009 Treasurer's Reports at its regular May Board of Education meeting under the Consent Agenda. There were no further comments or questions by the Finance Committee members.

### **Additional Items**

Dr. Weninger reported that some staff members have experienced enormous problems with the transition to Gatekeeper and the intervening third party vendor. Gatekeeper was purchased by another company and an audit will be conducted of the 403(b) transactions with the company, CPI Inc. that purchased Gatekeepers. The audit will identify any unresolved issues.

**Adjournment**

The Finance Committee adjourned 8:45 a.m.