

Park Forest - Chicago Heights
School District 163
Park Forest, Illinois

**OFFICIAL PROCEEDINGS
FINANCE COMMITTEE
MONDAY, OCTOBER 1, 2007**

The meeting was held in the Board Room and called to order at 7:00 p.m.

ROLL CALL

Present: Kim Elmore-Perkins, Melvin Pumphrey, Margaret McDannel
Paul Jasinevicius (entered 7:40 p.m.), Walter Mosby (entered 7:40 p.m.),
Virginia Ford

Dr. Joyce Carmine.....Superintendent
Jeanette Kreuz.....Business Manager

Absent: Cheryl Franklin

PUBLIC COMMENTS

Mrs. McDannel said it rained everyday she was in Miami and on her way to the Bahamas it rained there and back.

BUILDING AND GROUNDS UPDATE

Tom Amann, Interim Director of Building and Grounds, was introduced and gave a facility services update. Mr. Amann explained that custodians would be inspecting their own areas with a self-assessment inspection sheet; reporting concerns such as wet tiles, broken furniture, and routinely inspecting electrical boxes and fire extinguishers. He explained that custodians need to pay attention to detailing and should be proud of their work when they leave the room. Mr. Amann expressed concern as to the maintenance work order process and said he would like to see better communication, such as informing staff when the work order was received and when it was completed. He updated the Board on summer projects, which have been completed.

CHANGE ORDERS FOR CONSTRUCTION PROJECTS

Business Manager Jeanette Kreuz remarked that the plumbing projects at Blackhawk Intermediate Center and 21st Century Preparatory Center, which were now complete, were \$5,762.16 under budget from the original price of \$413,500.00.

Mrs. Kreuz also commented on the change order for the completion of the 2007 addition to Forest Trail addition. There was a reduction of \$941.15 from the original contract price of \$1,082,380.00.

CAPITAL IMPROVEMENT PROJECTS – PHASE II DISCUSSION

Mrs. Kreuz said that Algonquin Primary Center and Beacon Hill Primary Center are scheduled for new roofs, plumbing and electrical work. She indicated that she wanted to keep Hygieneering in the loop due to asbestos issues. Forest Trail is scheduled for a new boiler because the boiler currently in place is past replacement time. Mrs. Ford requested that Architect Mario Planera attend a Board meeting and speak to the Board again.

Mrs. Ford also suggested that the District go over a list for asbestos at Beacon Hill Primary Center and Algonquin Primary Center and take out the whole section at one time. She would also like to see everything go out to bid at the December meeting.

Mr. Pumphrey questioned the two power outages at Forest Trail last week. Mr. Amann indicated that when the temperature rose the air conditioning took on a heavy load. The amps were adjusted up and he will be constantly monitoring this issue. Mr. Pumphrey inquired if the system was designed to stop power surges. Mr. Amann indicated that he hoped the problem was corrected by the amps being raised.

PUBLIC COMMENTS

Discussion ensued regarding a letter from Thomas Mick, Park Forest Village Manager, concerning the demolition of some of the storage areas in the Village. Dr. Carmine was concerned about the impact this would have on the storage of the District buses. Mrs. McDannel asked how many buses we were talking about. Mrs. Kreuz indicated it was two short buses. Mrs. Ford said we should check to see if anyone else has storage available or to see what the cost of building our own on our property would be. Ms. Elmore-Perkins suggested that we check into All-Tune on Orchard Drive to see if we could rent space.

Ms. Elmore-Perkins asked if Mrs. Judy Roback, Food Service/Transportation Coordinator, had taken the administrative training for her new position. Mrs. Kreuz indicated that Mrs. Roback and she attended a workshop in mid-August on how to complete the paperwork for the School-Based Child Nutrition Program.

Mrs. McDannel asked about the update on the defibrillators. Mrs. Kreuz responded that with the assistance of Mrs. Kathy McBride, District Nurse, once the updated defibrillators arrived, the District would send all of the old ones back to the manufacturer. It was indicated that new training would probably be required once the new equipment arrived. Maryann Matyasec, director of instructional services, indicated that all physical education teachers, health assistants and bus drivers had received CPR and ADE training on August 23, 2007. She would check to see if this inservice was geared towards the new defibrillators.

ADJOURNMENT

The meeting adjourned at 8:12 p.m.

President

Secretary