



Minutes

Building and Finance Committee

May 16, 2017 – 7:00 PM

April 16, 2017 – The Administration Center

The meeting was called to order at 7:00 p.m. by Tony Serratore. Board and Committee members in attendance for the meeting were: Rick Nogal, Susan Dalton, Dr. James Gay, John Lavelle, Bob Hughes, Deb Baker, Eric Olsen, Steve Barstatis, Keith Alberts, Rita Kahle, Tera Wagner, John Connolly, and Mark Lobes.

Public Comments: None

Building:

Capital Projects

Major Project & Equipment Plan – Mr. Hughes reported that there are no changes or updates to previously presented major capital project plan. All projects have been bid out for this year. All contractors have been processed and getting their background checks run through the district. All materials and supplies are on order. The elevator has arrived for Sandburg and sitting in the auto shop. Just waiting for school to let out for the contractors to begin the projects.

Maintenance/Cleaning –

GCA Contract Renewal – Mr. Hughes reported that the district is starting year 4 of a 3-year contract with GCA that has a 2-year extension where years' 4 & 5 are negotiable for an increase. Over the last number of years, the increase has always been CPI-U; last year was .7% (7/10th of one percent). This year the CPI from January 2016 to December 2016 was 2.1% for South Suburban Cook County. Mr. Hughes reported that they have met with GCA to negotiate a 2% increase. Mr. Hughes will propose at the May School Board meeting to approve a 2% increase to the GCA contract for the 2017-2018 school year for a not to exceed cap amount of \$5,585,981.60.

Storage Area Network – Mr. Connolly explained the SAN is a piece of hardware that stores the data for Skyward and all other systems. It is a critical piece of hardware for the district. The Dell EMC data storage maintenance/support agreement was for 3 years, we are approaching year 4 and expected the renewal to be around \$8,000.00 which was the historical amount. The company ballooned the contract to \$27,000.00 annually. Mr. Connolly stated he was able to negotiate it down to \$21,000. He is recommending to instead utilize the budgeted monies to upgrade the hardware. Bids were sent to EMC, Nimble and Pier Storage to include maintenance and storage support as part of the annual fee. Mr. Connolly's recommendation to upgrade the system to Nimble with the Flash technology that will last 6-7 years as opposed to 3-5 years. The cost of \$90,316 to the FY17-18 budget would replace the annual maintenance of 21,000 for each of the next 2 years. We would also be able to sell the Dell EMC for an estimated \$7,000 to further reduce the cost to the district.

Other/Policy –

LaGrange Road Update – Mr. Hughes updated the committee on the LaGrange Road construction. The electrical is near completion on the street lights and they continue to work on the timing that will help us all as we travel up/down LaGrange Road. Also noticed Orland Park is pouring the sidewalks,



primarily from 143rd south to 159th Street on both sides of the roadway. They continue to work on the medians, landscaping, and installing the sprinkler system is almost complete. The Sandburg sign is well underway at the corner of 131st and LaGrange Road. Getting pricing on several types of plaques; Championship plaques. There are 27 needed to be purchased State Championships for Sandburg. Pricing for two different types; one model is metal for \$13,000 for 27; the other is high density fiberglass for \$7,000-\$8,000 for the same quantity including installation. Pricing continues to be negotiated and when final numbers come in final approval will have to be made by Sandburg on the wording, font, size, etc. to get them installed. Aesthetics and expansion capabilities will have to be determined. It will take 2-3 weeks once the sign is completed. Based on current progress expectation is to be completed by July 1st.

Finance:

Budget/Finance

Treasurer's Report – Mr. Lavelle presented the April monthly report. The District began the month with \$102,060,983.57 in fund balance with revenues of \$3,447,066.47 and expenditures of \$9,988,939.12. The total fund balance as of April 30, 2017 was \$95,519,110.92.

Financial Review, Charts, and Cash Flow – Mr. Lavelle presented the financial reports for the month ended April 30, 2017. He shared that we made a lot of investments in April with an average yield of 1% with average maturity of 217 days we should see both those numbers go up in the next report. Mr. Lavelle reported that we have a number of investments with 5/3rd Bank that have been pretty aggressive in their rates. Mr. Lavelle pointed out on the financial report that the fiscal year to date percentages under State funds is at 144%. We budgeted a portion of the General State Aid in the Education Fund and adjusting entries to distribute to the other funds are in progress to the O & M and Transportation Funds. Mr. Lavelle continued to explain that the transportation funding is down at 46% over last years' 100% on revenues from the State. The budget is running well and on target for the year.

State Financing Issues – Dr. Gay reported he was in Springfield and met with the Governor, Legislators and 22 High School Superintendents last week. He also shared that the Grand Bargain budget is dead and they are talking about a new Critical Mass budget. Dr. Gay updated that school districts that are south of I-80 are in financial trouble and may be unable to function for more than 1 payroll if funds are not allocated. There is major political discord between legislators both Democrat and Republican. There is no K-12 budget only General State Aid is being funded. Funding for Special Education and Transportation categorical payments continue to be behind. Dr. Gay will keep the committee members apprised of the topics at the State level.

Student Fees – 2017-2018 – Mr. Lavelle presented a fee comparison sheet with no change in Student Fees. The Yearbook committee reviewed three different vendors to get the most competitive



price. The business office will coordinate with the buildings to assist in marketing. He is recommending a \$5.00 increase to \$40.00 for the Yearbook and \$45.00 after registration.

Dr. Gay recommended to review the parking fee structure for FY18-19. District 230 charges the least in the area and consideration should be made to bring it to committee in January 2018.

Keith Alberts shared that he has received calls from parents questioning the textbook fee since we have gone to Chromebook. Discussion ensued; Mr. Connelly explained that the e-books are just as expensive and sometimes more for the licenses.

HPS Cooperative Purchasing Agreement – Mr. Lavelle presented information on HPS Cooperative that was founded in 1949, started working with schools in 1982 and currently have 170 education institutions including many from our surrounding communities. Mr. Lavelle further explained a purchasing analysis was performed and we could save approximately \$38,000 based on our current spending just from one vendor, Gordon Food Service (GFS). It is recommended to sign up with the only commitment that we purchase 90% of the food service goods with them. The penalty is just that we would not receive the 1.25% rebate. They also carry a multitude of other products that we can receive additional discounts.

Insurance

Health Insurance Renewal – Summary prices were shared. The overall increase of our health insurance is projected to be 2.6%. We are going into our eighth year of being self-insured. In 2015 it was pointed out we saved a couple million dollars by changing to a self-insured platform. We have been doing as well if not better by being on the plan. We are able to maintain the rates on our vision and dental plans. Mr. Lavelle is working with Horton to get Dearborn National to reduce rates on our life and long term disability so the rates reflected on the memo will be changes before the Board meeting.

Transportation

Transportation Performance Report – Mr. Lavelle presented the transportation performance report for April wherein on time performance was very good.

Other/Policy –

2017-2018 Bond Paper Results – Mr. Lavelle presented the committee with the results of the 2017-2018 Bond Paper. The bid was sent to seven (7) vendors and five (5) were returned and opened April 18, 2017. Veritiv had lowest bid amount. Recommendation will be presented to the Board for approval.



Minutes

Building and Finance Committee May 16, 2017 – 7:00 PM

2017-2018 Office Supply Bid Results- Mr. Lavelle presented there were 170 office supply items that were bid and sent to eight (8) vendors of which five (5) responded, two (2) were no good. The three vendors, Office Depot was the highest. Warehouse Direct we have used for many years and are the lowest. Recommendation will be presented to the Board for approval.

2017-2018 Fall Sports & Trainer Supplies – Mr. Lavelle presented there were 280 items bid, sent to thirty-four (34) vendors with nineteen (19) returned and opened April 13, 2017. Due to the wide variety of items, the results are awarded to multiple vendors totaling \$46,552.29 that is less than last year's total. Recommendation will be presented to the Board for approval.

Copier Contract Extension – Mr. Connelly presented that Martin Whalen is our current copier and printer vendor and has been performing well over the last five years. Mr. Connelly and Mr. Lavelle met with them and were able to get lower rates and an extension to lock in the rates. Recommendation will be presented to the Board for approval.

Banking RFP – Mr. Lavelle updated the committee that the sub-committee is meeting afterwards tonight to review the six (6) responses received. There is a lot of information to filter and digest. Recommendation will be presented to the Board for approval.

Lacrosse Update – Dr. Gay announced that Lacrosse has been approved by the IHSA to become a fully recognized school sport starting with the 2017-18 school year. This is a spring sport for both boys & girls. Dr. Gay informed the Committee that Ms. Baker, Mr. Nolting, & Mr. Olsen are all working very hard to come up with some proposals, thoughts and ideas for a coop. The boys would practice at Andrew; the girls would practice at Sandburg and each would wear the uniform of the home school per IHSA rules.

Dr. Gay proceeded to review the cost proposal, explaining much of the equipment is very personal and most children may want their own. Some of the existing club teams have offered to donate their equipment to us.

Policies for First Reading – Dr. Gay presented several policies to the committee for first reading. The changes mainly consist of required legal and language updates. The policies will be brought to the School Board in May.

Policies for Administration Procedures and Exhibits for Review – Dr. Gay presented the committee with policies, 4:160-AP2 – Bloodborne Pathogens Requirements; 5:130-AP – Email Retention; 5:35-AP5 – Workday / Overtime Guidelines for review.

	<h1>Minutes</h1>	<h2>Building and Finance Committee</h2> <h3>May 16, 2017 - 7:00 PM</h3>
---	------------------	---

Policies for Second Reading – Dr. Gay presented the committee with policies, 2:100 Board Member Conflict of Interest; 4:180 – Pandemic Preparedness will be brought to the School Board in May.

The meeting adjourned at 8:20 pm. The next meeting will be Monday, June 19, 2017 at 7:00 p.m. in the Administration Center.

