

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64**  
**Minutes of the Committee-of-the-Whole: Finance Meeting held at 8:30 p.m.**  
**February 20, 2018**  
**Jefferson School - Multipurpose Room**  
**8200 N. Greendale Avenue, Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 9:29 p.m. Other Board members in attendance were Fred Sanchez, Larry Ryles, Tom Sotos, Rick Biagi, Mark Eggemann, and Eastman Tiu. Also present were Superintendent Laurie Heinz, Chief School Business Official Luann Kolstad, Assistant Superintendent for Human Resources Joel T. Martin, Assistant Superintendent for Student Learning Lori Lopez, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Facility Management Ron DeGeorge, Interim Director of Student Services Mike Padavic, Public Information Coordinator Bernadette Tramm, Board legal counsel Tony Loizzi of Hodges, Loizzi, and about 20 members of the public.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at: <http://www.d64.org>. The agenda and all reports for this meeting are also available on the website noted. Or, reports may be obtained through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge.

Board President Borrelli said the purpose of the meeting was to discuss enrollment and recommendations for 2018-19 at Emerson, Lincoln and Washington schools, and to discuss and review recommendations to retrofit/replace two zones of Carpenter School's HVAC summer 2018.

**Discussion of Enrollment and Recommendations for 2018-19 Emerson, Lincoln and Washington Schools**

Dr. Martin noted that every year at this time the District reviews enrollment projections and analyzes building capacity for the upcoming school year. Based on that review, he reported that the District expects space challenges at both Emerson and Washington for the 2018-19 school year.

For Emerson, Mr. Martin reported that enrollment for 2018-19 is expected to exceed the current classroom capacity by one section. Lincoln does not currently face the same enrollment pressure and space constraints. A wide range of potential options to handle Emerson's space needs were discussed with the Board, along with the benefits and challenges for each option, including: exceeding the class size guidelines and adding teaching assistant support; putting a "program on a cart;" adding mobile classrooms; changing the purpose of existing space within the building; or changing school boundaries to balance enrollment among schools. Regarding a potential boundary change, discussion focused on offering an option for Carpenter School families to attend Lincoln for grades 6-8; maps of a past "option zone" that had previously been used and the potential new zone that could be considered were also reviewed. The District confirmed that

busing would be provided to students in that area to Lincoln, among other safety improvements such as additional crossing guards for Touhy. Regarding reuse of existing space, discussion focused on the option of creating a classroom within the Learning Resource Center (LRC), which was identified as the most compatible area in the building. CSBO Kolstad and Studio GC architect Rick Petricek presented a preliminary sketch of how the LRC could be configured to add a classroom, and to update the remainder of the space into a flexible learning area similar to the Lincoln LRC's new model. CSBO Kolstad also reviewed a potential budget for the classroom and LRC remodeling.

Following this review, the Board consensus was to focus exclusively on providing a single classroom within the LRC and postpone remodeling of the remaining area. CSBO Kolstad will provide a revised estimate at the next meeting, and confirmed that Board action also would be requested so that the work can be completed in summer 2018. In conjunction with this step, the Board also affirmed the proposal to survey current Carpenter 5th grade families to determine their interest in attending Lincoln Middle School instead of Emerson for grades 6-8 beginning in 2018-19, which could potentially alleviate some of the pressure going forward in future years.

Turning to Washington School, Mr. Martin reported that enrollment is being carefully monitored and might exceed the school's current homeroom capacity by 1 or 1.5 sections. Several potential solutions that might be considered were discussed on a preliminary basis, such as repurposing a classroom and placing a program on a cart, among other options. Following further discussion, the consensus was for the District to continue monitoring enrollments carefully through the spring before determining whether any changes would actually be required for 2018-19. Further, the District pointed out that a boundary study and a full-day kindergarten study also would be conducted as part of the *2020 Vision* Strategic Plan.

### **Discussion and Recommendation to Retrofit/Replace Two Zones of Carpenter HVAC Summer 2018**

CSBO Kolstad reported that due to continuing problems with the HVAC system now in its fifth year of operation, the District's engineering consultant is recommending the replacement//retrofitting of zones 2 and 3 that primarily serve grades 3-5 classrooms and the office, which have consistently experienced the most problems. CBSO Kolstad introduced Jeff Chamberlin of 20/10 Engineering Group, who thoroughly reviewed the details of how the current system operates and the proposed remedy; he responded to Board member questions throughout this presentation and discussion. Carpenter Principal Balduf offered his insights about the ongoing HVAC issues at the school. CSBO Kolstad reported that the proposed project is estimated at \$1.5 million and could be completed in summer 2018. She confirmed that the goal is to re-use as much of the current system as possible while still increasing reliability. CSBO Kolstad confirmed that the Board will be asked to authorize the preparation of construction documents for the proposed work at the February 26 regular meeting in order to get the work completed in summer 2018. In addition, she noted that she would be asking for authorization to purchase up to \$120,000 for the proposed classroom units to be installed that require a longer

lead time to order.

At 11:33 p.m., it was moved by Board member Biagi and seconded by Board member Sanchez to adjourn.

The votes were cast as follows:

AYES: Tiu, Eggemann, Biagi, Borrelli, Sotos, Ryles, Sanchez

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

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President

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Secretary