



BOARD OF EDUCATION COMMITTEE OF THE WHOLE Minutes

March 6, 2017

The Board of Education Committee of the Whole met on March 6, 2017 at 5:32 p.m. in the Library at Marie Murphy School, 2921 Illinois Road, Wilmette, Illinois. The President called the meeting to order and asked the Board Recorder to call the roll.

The following members were present:

William Bazianos
Louise Dechovitz
Jeffery Greengoss, President
Joel Raynes
Sheryl Swibel
Rosanne Ullman

Absent:

Rick Zelinsky, Vice President

Also Present:

Debbie Cotter, Video Recorder
Beth Dever, Chief School Business Official
Suzanne Harris, Board Recorder
Jessica Hutchison, Principal, Avoca West
Dr. Kevin Jauch, Superintendent/Board Secretary
Matthew Palcer, Principal, Marie Murphy
Terry Sofianos, Director of Pupil Services

Visitors:

Gil Gibori
Jamie Taylor
Jun Yoshitani

DISCUSSION ITEMS

A. Avoca Center Update

Superintendent, Kevin Jauch, presented a draft of an updated Avoca Center Action Plan. Contributing factors for updating the timeline include the notification of termination of current Avoca Center tenant leases effective December 31, 2017 and April 4, 2017 School Board elections. Dr. Jauch intends to update and discuss the Avoca Center options with the 2017-2019 Board of Education at the June BOE meeting. The subsequent items on the timeline



will prepare the district and the Board for the final decision regarding Avoca Center. These key considerations include an environmental impact assessment during the summer of 2017, further discussion with current tenants, further Board discussions through the end of summer and into fall and another public meeting. The topics to potentially be covered at the public meeting may include the results of the environmental impact study, if available, restrictions, limitations and/or parameters in relation to the existing options, facility needs at Avoca West and Marie Murphy School and financial considerations. The November and December 2017 BOE meetings will also include community input opportunities.

This timeline has the BOE discussing their decision at the January 2018 COTW meeting and taking action at the January 2018 BOE meeting. After the Board takes action, the timeline will be updated accordingly. The remaining portion of the presented draft timeline outlines the process for selling the property, should the BOE make that decision at a future meeting, as there are very specific legal parameters that must be addressed. This portion will also include an informational community meeting regarding the Board's decision for the future of Avoca Center in March 2018. Board Member, Louise Dechovitz, inquired into what efforts would be made to inform the community of the process or notify them about the meetings. Discussion included media outlets, getting information to senior centers and other municipalities. Board Member, Jeffrey Greengoss, commended the maintenance staff for working hard to maintain the integrity of Avoca Center's systems through the winter.

B. Staffing Plan 2017-2018

Superintendent, Kevin Jauch, gave an update on the staffing plan presented at the February BOE Meeting. At this time, Avoca West is aware of 46 potential kindergarteners for the 2017-2018 school year. The Kindergarten information night is set for March 9, 2017, which will give further insight as to whether or not the number of students will approach 60, in which case an additional section for Kindergarten may be opened. While the Board will be asked to approve the staffing plan possibly without the extra section added, it is an understanding that this is a possibility and therefore the Board grants permission to update the staffing plan according to need. The incoming Kindergarten class and enrollment in French as a foreign language may also effect the staffing plan in regards to whether more F.T.E instructional time will need to be added to the English Language department to maintain compliance and support students effectively. There will also be adjustments made to the staffing once the number of teaching assistants needed in the district has been determined. The Board will be asked to approve the 2017-2018 Staffing Plan at the March BOE meeting.

C. Building Projects Update

Chief School Business Official, Beth Dever, has worked with architects, asbestos consultants and roofing consultants on the summer 2017 life safety and facilities projects. DLA Architects charges 10% of the construction costs for their fee to make the plans and oversee the projects. For the Life safety and Facilities Plan Projects, the district hosted a pre-bid meeting on February 14, 2017; only two contractors came to this meeting. As a result, the district decided to host another pre-bid meeting on February 21, 2017, resulting in two bidding contractors, Chicago Commercial Construction and Happ Builders, Inc. The base bids include the work to be completed to raise the walls to the roof deck to fire-seal between rooms and upgrades to



flooring and cabinetry post asbestos abatement in the fourth grade wing, room 51 and front hallway at Avoca West. This bid also includes other alternative projects including: Alternative 1, upgrading flooring and cabinetry in room 25 post asbestos abatement; Alternative 2, replacing carpet in the hallway surrounding room 25; and Alternative 3, replacing the ceiling tile and frames in the entire construction area. The Board expressed concern about the variance in bids for Alternative 2. Ms. Dever agreed to look in to this matter prior to making her recommendation to the Board. The Board indicated they are fine to proceed with alternatives 1 and 3. Chicago Commercial Construction was the lowest responsible bidder overall.

Next, Ms. Dever reviewed the bid information regarding the asbestos abatement project for summer 2017. The district will be working with MKA Environmental on design, project management and air sampling, their fee is \$11,180. The district held a walk through on February 1, 2017, quotes were due February 8, 2017. Three contractors submitted bids, all of which have previously done abatement work in the district. EHC Industries, Inc. is the lowest responsible bidder.

Ms. Dever also presented information regarding the final portion of roof replacement at Marie Murphy School. The district will be working with Tremco, Inc. on the design with a fee of \$2,450 and a daily on-site fee of \$700 to oversee the project. A pre-bid meeting was held on February 24, 2017 and the bid opening was March 6th. Eight contractors attended the meeting and the district received six bids. Four of the contractors have done roof replacements in the district over the past 7 years. Malcor Roofing of Illinois, Inc. is the lowest responsible bidder.

Ms. Dever would like to have the Board approve the lowest responsible bidder for each project at the March Board meeting. This will allow the district to get contracts executed in April, planning meetings held in May and the work to begin in June.

D. Food Service Provider Update

Chief School Business Official, Beth Dever, gave an update regarding the district's food service provider. Food service for the district has been provided by Arbor for the past 20 years. The practice of the district is to review the food service program and go out for bid every five years. Food service bids are slightly more complex because they include a narrative portion outlining criteria for service, staffing considerations as well as the financials. Bid requests have been posted and a pre-bid meeting was held on February 27, 2017. Three companies were represented, Arbor, Organic Life, Quest Food. The bid opening is on March 13, 2017. Ms. Dever is making efforts to review narrative pieces in response to our criteria. Ms. Dever will make recommendation to Board once the lowest responsible bidder has been determined. Board Member, Joel Raynes, inquired as to whether the food service committee has had the opportunity to taste the food from the companies. Mr. Greengoss inquired into the food service provider for New Trier. Mr. Raynes also commented about the relationship between the district and Arbor. Mr. Greengoss asked about the amount of staffing required to maintain each school's lunch service. Board Member, Bill Bazianos, commented that the operation, consistency, cleanliness is an important aspect of this decision. Mr. Raynes asked about the the food service providers for the township districts.



VISITOR COMMENTS

Gil Gibori asked whether nutrition is a topic of discussion at the food service committee meetings and whether the district has facilities to produce our own meals.

Jun Yoshitani inquired how the district gave notice to vendors of the bids.

CLOSED SESSION

Louise Dechovitz moved that the Board move into Closed Session for the purpose of:

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1); and

Litigation when in action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).

Mr. Raynes seconded the motion. Upon roll call, members voted as follows: Mr. Zelinsky, aye; and Ms. Swibel, aye; Ms. Dechovitz, aye; Mr. Raynes, aye; Mr. Greengoss, aye and Ms. Ullman, aye. Motion carried.

Following a short break, the Board moved into closed session at 7:00 p.m. and reconvened in open session at 8:58 p.m.

Mr. Bazianos moved that the Board return into open session, and Mr. Raynes seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried.

MEETING ADJOURNS

Mr. Raynes moved to adjourn the meeting, and Mr. Bazianos seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried. The Board meeting adjourned at 8:58 p.m.

Board President, Jeffrey Greengoss

Secretary, Kevin Jauch