

MEETING NOTES
FACILITIES COMMITTEE
COMMUNITY UNIT SCHOOL DISTRICT 200
September 7, 2023

A meeting of the Facilities Committee of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at 2:30 PM on Thursday, September 7, 2023, at the School Service Center, 130 W Park Ave, Wheaton, IL.

PRESENT

Board Members: Mr. Brad Paulsen
Mr. John Rutledge

Staff: Dr. Jeff Schuler, Superintendent
Dr. Brian O’Keeffe, Asst. Superintendent of Business Operations
Ms. Erica Loiacono, Director of Community Engagement and Communications
Mr. Kevin Weisenberger, Director of Facility Services
Mr. Colin Wilkie, Energy Operation Manager

Discussion on Summer 2024 Capital Projects

Dr. Schuler and Dr. O’Keeffe noted the committee looked at a projected list of projects for the next three years at the last meeting. There was some imbalance over the three years and the committee asked the administration to review the list to see if the project list could be more balanced. The goal is to get to a comfort level with the projects targeted for the next three years, but especially for summer 2024 as the team would like to move forward to get these projects approved by the Board to begin the bid process.

There was information on the following:

- How to reorient some of the dollars on the three-year project list and does it make sense to potentially package some of the project work (if looking at a type of project for multiple locations, an example being roofing)?
- Revisited the buildings to see if there were any struggle points and if any projects needed to be added or consider moving the timeline up.
- There have been challenges at WWSHS and their fire alarm system, so that project was moved up with some of their roofing work delayed.
- Also added some additional exterior doors at Pleasant Hill. A placeholder for approximate cost was listed for these doors.
- Paving costs – the estimated/projected cost listed may be a bit higher than where we end up.
- The overall process – look at the consent agenda item for the September meeting and if approved, put the projects listed for summer 2024 work out to bid. The ultimate goal is to have packages on the street in November and before the Board for approval in December.
- Have been orienting packages with the architects and the landscape architects.
- Projected capital projects for summer 2024 include the following:
 - Roofing (WNHS)
 - Replacing exterior doors (Edison, Longfellow, Pleasant Hill, WNHS)
 - Fire Panel System (WWSHS)
 - Paving (Hawthorne, Johnson, Sandburg)
 - HVAC (Wiesbrook – full system; Hubble – three boilers; Bower – cooling unit for gym)
 - Ceiling and Lights (Wiesbrook – in conjunction with HVAC project)

- Playgrounds (Hawthorne - swings only; Pleasant Hill – K-2 only; Sandburg)
- Emphasized the costs identified are project cost estimates
- Cost estimate for summer 2024 - \$9,601,000

There was discussion on the following:

- Roofing at both of the high schools – how much needs to be done at WNHS in 2024; a request to look at the total square footage of the two high schools and the cycle of work that has been done related to the roofs. How much has been touched (either percentage or square footage) at each school?
- The budgeted allowance for playgrounds; the playground projects at Hawthorne and Pleasant Hill are not complete replacements.
- The exterior door work: keying of doors - standardizing and tying to the master key; types of doors

There will be an action item on the Board agenda next week to approve the summer 2024 capital projects list to develop design and bid documents and to issue bid documents for the work identified once the bid documents are finalized.

Discussion on Summer 2025-26 Capital Projects

Dr. O’Keeffe shared information on the following:

- The projected capital project list for summers in 2025 and 2026 includes the following areas:
 - Roofing at several buildings
 - Flooring
 - Paving
 - HVAC, Fire Alarm Systems
 - Playgrounds
 - Updating a bathroom in a specific area
- Maintaining the health of facilities is important work.
- Asked Legat to give us a full look at all of the roofs in the District. They do have a roofing expert on staff.
- Understanding there are no middle school capital projects on these plans for 2024-26.

There was discussion on the following:

- Any labor issues due to the number of roofing projects projected in summer 2026?
- Doing all work in summer months – any potential over breaks to get some done? Smaller jobs that can be handled in-house are typically done over the shorter breaks during the school year.
- The decision process on projects that can wait one or two years vs. those that have to be done.
- Request to do a separate summer 2026 projected capital projects list (and identify the roofing priority pieces and alternates/additional projects for consideration) as well as a recap for 2024-2026 projects.
- Replacement of windows – nothing deemed level one in the coming years.
- The capital plan – since 2013/14 have we done an updated look at everything? Worthwhile to explore whether we need a whole new look.

Discussion on Sherman Dergis Policy Revisions

Dr. Schuler recapped the last discussion on Sherman Dergis, including information on the following:

- Started the discussion when thinking about whether there should be some type of escalator over time.
- The origin of Sherman Dergis.

- Sherman Dergis went into play as an accountability element for the Board.
- The policy itself was very short and was kept very simple.
- Sherman Dergis concept has been in play and institutionalized in the District.
- Wanting to capture the why and the process when looking at a proposed modernization of policy 4:152.
- Reviewed revised policy language developed by Board Member Paulsen. The committee was asked to review the language.

There was discussion on the following:

- Cleaning up language relating to the tracking of the allowances (that is not done as a sub-fund any longer by audit standards).
- Reviewing a rolling three-year forecast/window is good planning, and adding language as it relates to supporting the D200 Portrait of a Graduate and strategic plan makes the intent more comprehensive.
- The committee was comfortable with the remaining drafted policy language.
- The revised policy language will move onto the HR/Policy committee for review as a matter of practice.
- Using CAC to review this in conjunction with other facilities-related topics; that feedback is needed, but not as a stand-alone item.

Discussion of Middle School Facility Plans

Dr. Schuler and Ms. Loiacono provided an update on the middle school facility plans that have taken place since the last committee meeting. This included information on the following:

- The community engagement facility team met on August 21st and was brought together after meeting in the spring. They were given an update on steps taken after their feedback was provided – creating some virtual tours, setting up a dedicated community engagement site, and updating on the communications that are planned to be shared with the community.
- A postcard to all homes in the community will be sent next week inviting all to participate in four different engagement sessions (at Edison, Franklin, Monroe, and a virtual webinar option). These sessions will include a presentation on the facilities' challenges along with an opportunity to go on a tour. Each of these will be asking for feedback
- Will be utilizing some feedback survey tools on the community engagement site. Will be able to collect some demographic information. Those combined with potential phone surveys will be utilized to collect feedback.
- Anticipate the first feedback loop to the Board to be at the October Committee of the Whole.
- Local government breakfast is planned for Friday, October 13, and will use this to have them weigh in, ask questions, and collect direct feedback from the group.
- Can use CAC to provide input as well.
- Rethinking the way of collecting feedback. Looking at it in terms of areas/buckets of work as opposed to school-specific. Finding out what is important to the community and feedback on the cost estimates as well.

There was discussion on the following:

- Using Perkins & Will to revise/adjust plans after feedback is obtained? That will be the post-December meeting conversation once the Board has received the feedback and provided direction.
- Want to be sure the Board understands how the community feels about things, do not want to shorten the engagement process.
- CAC topics for the Board to consider – will be a discussion item at the Sept 13 meeting.
- The middle school master plan we have – the last one dated March 8th.

Other

Dr. Schuler shared the 10-day enrollment numbers for 2023-24 with the committee, noting these numbers related to the demographer update in 2022.

- Series A, B, and C as identified in the demographer update
 - A – less than anticipated
 - B – as anticipated/stable
 - C – greater than anticipated
- Distinctly different patterns were noted by level in the 10-day enrollment number.
- Kindergarten and Elementary numbers are up (Series C) – very high Kindergarten enrollment
- Middle School numbers – Series B
- High School Numbers – Series A
- Early Childhood enrollment is at the highest point it has ever been.
- Have seen growth at the elementary level. Likely coming from a couple of places - new developments in the area, turnover inside of neighborhoods that have brought a lot of kids, and some post-pandemic obtaining of the market share.
- ADK – September COW update.
- If elementary is trending toward “C”, an indicator of what is coming to middle schools and the impact on the MS facility plan.

Future Agenda Topics

- All-day Kindergarten – increased enrollment and pressure on elementary school buildings.

Public Comment

None

The meeting adjourned at 3:26 PM.