

MINUTES OF THE BUILDING AND GROUNDS COMMITTEE
MEETING OF THE WHOLE
ELMWOOD PARK COMMUNITY UNIT SCHOOL DISTRICT 401
BOARD OF EDUCATION

HELD SATURDAY, DECEMBER 3, 2011
ELMWOOD ELEMENTARY SCHOOL – LIBRARY

Call to Order Board President Mary Bruscato called the open meeting to order at 8:11 a.m.
Members Attending Mary Bruscato, President
Frank Parisi, Vice President
Susan Capraro, Secretary
Michael Scheidt

Absent Patricia Cleary
Albert Fang
Peter Volpe

Visitors Dr. Kevin Anderson, Superintendent
Tom Zelek, Business Manager
Sue Ponzio, Elmwood Elem. Principal

Pledge of Allegiance

Items Discussed

Mr. Zelek reported on the following items:

1. Oil Tank Removal Update
The IEPA has accepted our report and considers the matter 100% complete. The bill for the removal of the tank came to just under \$100,000 and the work from Environ is just under \$50,000. All costs were paid from the Tort account.
2. Football Field Drainage
The main pit has been prepared and the company is waiting for the electrical hookups before proceeding. The bill for this work will total approximately \$76,000. The funds were slated to come from the Operations and Maintenance account, but Mr. Zelek will look into the use of Tort funds.
3. Mills Projects
The list of projects at John Mills Elementary was updated by Mr. Zelek. Movement of the front office is a security issue and may be covered by Tort funds. More information will be coming after additional visits with the architects.
4. Elm Elevator
Mr. Zelek outlined progress on planning the new elevator at Elm. He said that an outside entrance would be planned to provide access from the parking lot. Discussion was held about security at the entrance. Also,

questions arose about the use of the athletic fields during the exterior construction. Mr. Zelek stated that the cost of the elevator would be around \$684,000, probably from Tort.

5. Lifts

The interior lifts to the stage areas are complete at John Mills and Elm. Work is still continuing on resolving the problem at Elmwood due to the incorrect specifications being used to construct the lift opening.

6. Miscellaneous

Mr. Zelek shared the West 40 Life Safety visit information. Minor corrections are needed in several buildings, but these can be handled quite easily. Discussion was held about honoring the custodians in January for doing a good job.

Mr. Zelek also provided updates on the new scoreboards that have been ordered and the tentative timeline for installation over Winter Break.

Building Tour

The committee toured the building with Mrs. Ponzio. One of the key issues will be addressing the space needs for additional classrooms in the very near future. The committee looked at space in the eastside overhang and at the space near the boiler room. In addition, the committee looked at the space in the gym and in the former locker rooms.

Following the tour, the committee discussed these items:

Clean-up of old materials in the schools
Possible resurfacing of the gym ceiling
Storage areas for official records
An annual process for elimination of old equipment
Supervision of custodial crews and expectations
Priority for creating an art room in a basement room

Next Meeting Date

January 21, 2011, 8 a.m. at Elm Middle School

Adjournment of
Committee Meeting

The motion was made by Mrs. Capraro and seconded by Mr. Parisi to adjourn the Building and Grounds Committee at 10:26 a.m.

Aye: Four Nay: None Absent: Three

Motion carried. The President declared the meeting adjourned.

Approved:

Respectfully submitted and Certified,

Mary Bruscato
Board President

Susan Capraro
Board Secretary