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FACILITIES ADVISORY COMMITTEE

January 20, 2015

Meeting Minutes

In attendance: Dena Bell, Dirk Danker, Norman Lane, Paul May, Ralph Muehleisen, Therese O'Neill, Denise

Sacks and Ashley Turek

Also Present: Michael Arensdorff and Jennifer Costanzo Not present: Jamil Bou-Saab, Jim Gates and Dane Rankin

The meeting was called to order at 7:02 p.m.

- *I. Public Comments:* There are no public comments.
- II. Standing: Approval of Minutes/Review of Action Items: The minutes from the December 9, 2014 meeting were approved.
- III. Review Plans for Capital Projects for Summer 2014-2015:
 - a. Irving, Lincoln, Longfellow and Whittier will be having work done this summer.
 - i. Fire Alarm Systems: Parts of the system will be maintained in places that are compatible with the new panel. Everything else will need to be replaced.
 - ii. Intercom Systems: The head unit, speakers and call switches will be replaced. The existing wiring will be reused.
 - iii. Master Clock System: The master clock system will be replaced with a wireless, synchronized control system that is compatible with the intercom system.
 - iv. Security Alarm System: Intrusion protection will be provided with an alarm radio transmitter, magnetic alarm contacts, motion detectors, alarm signals, interface with alarm control system, and keypads to arm and alarm system.
 - v. After Hours Security: Hardware devices will be placed to only allow access to specific parts of each school. New doors and frames will be installed and delayed egress devices will be given to maintain secure areas.
 - 1. At Whittier, the building layout does not allow for secured access to the elevator. A District 97 employee will have to be there to access the area.

These four buildings were picked because they were the only buildings that had fire alarm issues.

- b. Surveys are now being completed for the accessibility work that needs to be done at Hatch, Lincoln, Longfellow and Whittier. The attorney general has approved the preliminary drawings.
- IV. Discussion of 10 Year Capital Improvement Plan/Prioritization: The district has been looking into getting Voice over IP (VoIP) for the last couple of years, but did not have someone that could head

the project. Michael Arensdorff was hired as the Director of Technology at the beginning of this school year and has taken on this project.

Arensdorff and O'Neill filled out the CAPEX form for this project.

One of the biggest reasons for the update is that at the schools, all lines are party lines. This causes interruptions during class time throughout the school day. E-rate will change for next school year. The Centrex lines that the district has now will not be covered. Currently, the district pays \$110,000 per year, but fifty percent of that cost is returned with E-rate. The district would be responsible for the full \$110,000 next school year. Switching systems will have an upfront cost, but after a few years the equipment will be owned by the district and that will save money.

Higher end advancements will be seen at an administration level. Teachers and staff members will be able to route phone calls to their number without having to give out personal information. The goal is to have unified communication in all aspects; including bell schedules, security systems, handsets and voice systems.

The district is already wired for the new system, so there is no additional cost to wire the buildings. Arensdorff will try to get a cost estimate from each company by the FAC meeting in February.

FAC will review the full proposal at the meeting on February 17, 2015. The board will review at either the February 24, 2015 meeting or the meeting in March.

V. Updates on the Maintenance and Administration Building: Costanzo provided a progress update to the board at their last meeting. O'Neill will send the entire report, program and designs to FAC prior to the meeting on February 17, 2015. Depending on how the conversation goes at that meeting, it may be beneficial to have a member of the committee attend the board meeting on February 24, 2015 to discuss the project.

There were focus group meetings in December. There were many different opinions on what the building should look like, but the general consensus is the desire to have a fiscally responsible building that is welcoming, sustainable and celebrates children. The community meetings will be held on February 5 and February 26.

I. Miscellaneous: The terms for Beach, Bell, Bou-Saab and Muehleisen will be up at the end of this school year. The district should start looking for new members to join the committee.

Meeting Adjourned: The meeting ended at 8:00 p.m.

Next Meeting: The next meeting will be on February 17, 2015.