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**FACILITIES ADVISORY COMMITTEE**

**March 8th, 2016**

Meeting Minutes

In attendance: Therese O’Neill, Jim Gates, Paul May, George Beach, Dane Rankin, Steve Burton, Will Leon , Dr. Carol Kelley, Norm Lane, Lou Anne Johannesson, Jennifer Costanzo, STR Partners.

Absent: Catherine Ward, Dirk Danker

The meeting was called to order at 7:04p.m.

 1. Public Comments: There are no public comments.

1. Standing: Approval of Minutes/Review of Action Items: The minutes from the January 2016 meeting were approved with one correction.

1. Updates New Administration Building

O’Neill reported that the quarterly report was delayed due to School Board meeting schedule changes. FAC will be able to review the report its April 19th meeting. It will be called a four month report. The core slab was going to be poured this week and the building is progressing nicely. The group will be able to tour the site on March 22nd. Occupation is planned for the Tuesday after Columbus Day, October 12th, 2016.

Final furniture and fixture bids notice will be published March 9th and go out for bid March 25th. FAC will see the bids on April 19th, with hopefully an approval by the Board on April, 26th. The original budget was $441, 000. O’Neill fine-tuned it to $312,000.

1. Review of CAP-EX, District Enrollment, Demographic and Capacity Studies, Life-Safety

O’Neill reported Costanzo has completed her review of the eight elementary schools for the life-safety study. She has met with all of the principals. Dr. Kelley has asked to have a briefing on all buildings prior to the final report. At this point the plan is to have the comprehensive CAP-EX 10-year plan ready by May 17th for review, and presentation to the Board by May 24th.The plan will include all projects that were not completed in the last plan, and will take into account:

* New 10 year life study
* Temperature Controls Study
* Accessibility Improvements
* Capacity Improvements
* Previous 10 Year CAP-EX carryover Projects
* Education Enhancement Improvements
* Facilities Assessment Improvements / Maintenance Items (Non-Code Related)

May asked if the Matrix created by Board member Grisben would be utilized... O’Neill stated that the grid will be used to score all large scale CAP-EX projects, and the report will be something different entirely. The grid will be used for scoring all projects approved through the new 10 year CAP-EX. Beach asked if the “priority” projects would be identified in the plan. O’Neill feels hat that will be a secondary document. Spatz stated the importance of the time line for referendum planning. He feels that in April and May it will be crucial to the Board to have FAC’s impute to help size the referendum.

The Demographic study and enrollment projections have been completed by Ehlers. It was presented to the Board. Based on these results, STR has made a comprehensive study of each school. Costanzo presented each scenario. She met the day before with Todd Fitzgerald of Julian, but will present on Brooks at a future date. Holmes and Longfellow will have the most immediate impact. Lincoln also may have issues, but at this point additional aids in the classrooms will suffice. There is a discussion about converting the computer lab at Lincoln to a Special Ed. Room and using a second floor new wing classroom for General Ed. However, there are issues with no windows in the lab space.

O’Neill reported that Dr. Kelley’s vision for the elementary schools also includes science or learning labs in each building, and that that should be looked at as well in discussions of space conversions. Gates and Kelley commented on space is being looked at in terms of curriculum and enrollment.

A lengthy discussion was held in regard to the STR proposals, which included less fixed furniture and fixtures and more flexible instruction and learning spaces. The committee agreed that a long term vision incorporating capacity and instruction needs to be looked at.

1. Air Conditioning/Climate Study

The district is still waiting on new software to be developed for Sadd Bawany to be able to analyze a full year of data. Gates and Kelley suggested a firmer approach and deadline with the contractor. Lane and O’Neill will reach out to them again tomorrow. Spatz emphasized the need for this data in referendum planning.

The next regular meeting will occur March 22nd at the Administration Building Site, and then at Julian.

1. Meeting adjourned at 8:37 PM