

Minutes of the Site and Facilities Committee Meeting of the Board of Education of Hawthorn Community Consolidated District Number 73, Lake County, Illinois conducted remotely per Executive Order 2020-07 in response to COVID-19.

4:00pm on the 7th day of October, 2020

Board Members Present: LeeAnn Taylor, Asst. Supt. of Finance and Business Operations, Joel Finfer, Board Member and Sonali Patil, Board Member

Other Present: Jennifer Ezop, Administrative Assistant, Mike Labbe, Director of Facilities, John Lutsch, Construction Manager, Scott Mackall, GSF, Kurt Kuempel, GSF and Ted Haug, Legat

2.1 Meeting called to order at 4:03pm

2.2 Roll Call: Joel Finfer and Sonali Patil present

2.3 Public Comment: None

3.1 Approval of Site and Facilities meeting calendar

3.2 Discussion of GSF amended contract

LeeAnn reviewed language in the amended contract to be presented to the Board at the October 15, 2020 meeting. Items include the following:

- GSF to provide cleaning equipment rented by the District for a period of 5 years. At the end of 5 years the District will own equipment.**
- Night custodians will work 40hr work week**
- Wages will increase to get to \$15/hr by 2025**
- Overall contract renewals will not exceed 3.2%**

Budgeted line item of \$900,000 for custodial services was in the approved budget. LeeAnn stated there is \$90,000 Cares Act funds set aside to aid with cleaning expenses when students return to the building and disinfection. GSF representatives agreed to language written in the amended contract. Existing district equipment will be used at the kindergarten building.

3.3 Construction Project Update

John Lutsch reported the punch list work has begun at HSYL and is 50% complete. Electric, phones and copiers are working. Change orders are being reviewed by Mike, John and LeeAnn. Punch list items are approximately 2 to 3 weeks from completion.

Mike Labbe reported Victory Center gates will be changed to improve the flow of bus patterns.

The Middle North project is going well. Handicap lift is in place. Interior spaces are being painted and finishes are being put on. Exterior walls are being erected on the walls of the addition. Framing is being completed. Piping for wiring and HVAC, sprinkler system is in.

Elementary South plan review started by John. He reported the nurses office has moved closer to the Administrative area. This will accommodate communication and fire department access. Ted Haug, Legat, indicated the placement of a monument sign and flag poles at the entrance will draw attention to that location as the main entrance. Project alternates were reviewed with discussion and explanation of adding on alternates at a later date as a possibility. Legat will give a brief presentation at the October 15, 2020 board meeting regarding the Elementary South project. At the November BOE meeting there will be an action item on the agenda to approve Elementary South School Design Development Plans, with bids going out in December.

Visioning conversations about the future and design of district libraries are necessary. These conversations will include Tech and Curriculum Instruction to provide higher level feedback.

3.4 Future Agenda Items

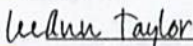
- Curation of information from meetings with principals to prioritize a list of items that need attention at each of the buildings.
- Update on Facilities Assessment from Legat

Motion to adjourn the meeting made by Joel and seconded by Sonali

Meeting adjourned at 5:18pm

Respectfully submitted,
Jennifer Ezop

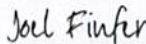
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LeeAnn Taylor, Asst Superintendent
Of Finance and Business Operations

Date Minutes Approved: 12/16/2020

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Joel Finfer, Board Member