



**KANKAKEE SCHOOL DISTRICT NO. 111
BOARD OF EDUCATION ~ COMMITTEE MEETING MINUTES**

Committee Finance & Facilities Committee
Date: May 28, 2015
Time: 5:00 p.m.
Place: Lincoln Cultural Center, Room 217

Committee Members present:
John Coghlan
Jess Gathing
Dr. Genevra Walters

Other attendees:
Mary Clow
Kenneth Carr
Rob Grossi

Committee Members absent:
Karen Johnston-Gentry

The following discussion was held:

John Coghlan opened the meeting and announced the Finance Committee will now have board members Karen Johnston-Gentry, Jess Gathing and John Coghlan sitting on the Committee. Nominations were opened for the election of a chairman of the Finance Committee. Jess Gathing nominated John Coghlan as chairman and John Coghlan seconded the motion. The motion carried.

1. Approval of Minutes

Mary Clow emailed members with a draft of the minutes from the April 30, 2015 meeting for approval. A motion was made by Jess Gathing and seconded by John Coghlan to approve the minutes of the April 30, 2015 Finance meeting. The motion carried.

2. Surety Bonds

Mary Clow informed the Committee that surety bonds on outstanding debt is normally reviewed on a yearly basis in June. The District currently has four surety bonds. The bonds are the School Treasurer's Bond, the 2008B Bond, the 2012 Bond and the 2014 Working Cash Bond. Liberty Mutual has provided us with the bonds for several years. However, in January of 2015 when Jeanette Kreuz was deleted from all of the bonds, Mark Sheehan was added to replace her and the bonds were renewed at that time for 18 months with coverage through June 30, 2016. The total premium paid was \$12,359.00. Copies of the bonds were sent to the Regional Office of Education as required by the State Board of Education. No action is required at this time.

3. Unleaded Gas Bid for 2015-2016 School Year

Mary Clow informed the Committee that an ad was placed in the paper for unleaded gasoline. We have storage tanks at the Kankakee High School and Maintenance Building. Specifications were sent to nine vendors. Three bids were returned but one was disqualified for being incomplete and was returned to the vendor.

3. Unleaded Gas Bid for 2015-2016 School Year continued

The estimated cost for unleaded fuel for 2014-2015 was \$3.2819 per gallon from Heritage FS of Gilman. It is recommended that the committee approve the lowest bid of \$2.4005 per gallon from Heritage FS of Gilman.

A motion was made by Jess Gathing and seconded by John Coghlan to approve the low bid of \$2.4005 per gallon from Heritage FS of Gilman. The motion carried.

4. Bus Gasoline Bid for the 2015-2016 School Year

Mary Clow informed the Committee that an ad was placed in the paper for bus diesel fuel for our buses as contracted with First Student Transportation. Specifications were sent to nine vendors. Three bids were returned but one was disqualified for being incomplete and was returned to the vendor.

The estimated cost for regular diesel fuel was \$3.2485 per gallon and the estimated cost for winter diesel fuel was \$3.2985 per gallon from Heritage FS of Gilman. It is recommended that the committee approve the lowest bid of \$2.1486 per gallon for regular diesel fuel and \$2.1986 per gallon for winter diesel fuel from Heritage FS of Gilman.

A motion was made by John Coghlan and seconded by Jess Gathing to approve the \$2.1486 per gallon for regular diesel fuel and \$2.1986 per gallon for winter diesel fuel from Heritage FS of Gilman. The motion carried.

5. Head Start Vehicle Bid

Mary Clow informed the Committee that an ad was placed in the paper for a passenger van for the Head Start Program which included the trade in of two 14-passenger activity buses. Becky McBroom did not want the continued upkeep of the activity buses. The passenger van will be used to take sick students home or to dental appointments and will be used by staff to attend conferences.

Bid specifications were sent to six vendors. One bid was returned. It is recommended that the Committee approve the bid of \$25,450.43 for a 2015 Chrysler Town and Country Van from Taylor, Chrysler, Plymouth, Dodge of Bourbonnais. The van will be paid for with funds from the Head Start grant.

A motion was made by Jess Gathing and seconded by John Coghlan to approve the purchase of a 2015 Chrysler Town and Country Van from Taylor, Chrysler, Plymouth Dodge of Bourbonnais for \$25,450.43. The motion carried.

6. Taft Freezer/Cooler Project

Kenneth Carr informed the Committee that he has worked out the details with the architect on the installation of the Taft School cooler/freezer project. Work will begin on June 8th with the repositioning of the transformer by Commonwealth Edison. However, because it will be located closer to the school, Mr. Carr thought for safety reasons that a vinyl fence should be installed around the transformer. The cost of the fence is \$7,672.00. However, with the contingency fund, the total cost of the project will only go over by \$3,782.00.

A motion was made by John Coghlan and seconded by Jess Gathing to approve the purchase of the fence for \$7,672.00. The motion carried

7. Other Concerns - School Building renaming process:

Rob Grossi discussed with the Committee the recent request to rename Lafayette Primary School to the Avis Huff College and Career Academy. It is estimated that the cost to replace the school sign would be \$20,000.00 to \$25,000.00. Additional changes in stationary and forms would be around \$2,000.00. Mr. Grossi asked for direction as to how to proceed. Mr. Coghlan asked Mr. Carr to get more specific prices on the sign for the June 8th board meeting and they will discuss it further at that time.

Rob Grossi informed the Committee that trainers are now required by law to be at sporting events. ATI has been contracted by the District to provide the service for next year for most sporting events as well as practices at a price of \$30,000.00 per year. Mr. Grossi said we had already been paying between \$9,000.00 and \$12,000.00 in the past for some of the sporting events but not practices.

Dr. Walters informed the Committee that in celebration of our 150th year anniversary, the Back to School Bash will be held again next year celebrating the anniversary. In addition, a Homecoming Dance will be planned for the same time as the student Homecoming Dance with Ronnie Wilcox and Sue Goodrich overseeing it. Dr. Walters felt all the events around the 150th year anniversary should be fundraising events for the Athletic Department.

A motion was made by Jess Gathing and seconded by John Coghlan to adjourn the meeting at 5:31 p.m. The motion carried.