



Glen Ellyn School District 41: Ignite Passion. Inspire Excellence. Imagine Possibilities.

**MINUTES
BOARD OF EDUCATION
FINANCE AND FACILITIES COMMITTEE MEETING**

**FEBRUARY 23, 2015
6:30 p.m.
HADLEY JUNIOR HIGH SCHOOL
240 HAWTHORNE BLVD
GLEN ELLYN, IL 60137**

The meeting was called to order at 6:30 p.m.

Present: Committee members Joe Bochenski, Drew Ellis and Patrick Escalante, Board of Education member Erica Nelson, Superintendent Dr. Paul Gordon, Director of Technology Mike Wood, Director of Buildings and Grounds Dave Scarmardo, Chief Communication Officer Erika Krehbiel and Recording Secretary Carolyn Gust.

Review and approval of minutes from the February 9, 2015, meeting

The minutes were reviewed and approved and will be posted to the district website.

2015-2016 Budget Discussion

A. Technology Department

Director of Technology Mike Wood gave a presentation on the 2015/2016 technology department budget. Highlights of the presentation follow.

The refresh of the sixth grade Chromebooks will continue each year as students move forward from elementary to middle school. This year the administration is recommending the Dell Chromebook at approximately \$300 each. Total cost is approximately \$43,000 on a fair market value lease annually for three years. At the end of those three years, the equipment will be returned to the leasing company.

The administration is planning a one-year pilot of Chromebooks at level three next year. Approximately 210 Chromebooks will be needed for the pilot at approximately \$300 each. There is a \$30 licensing fee with the Chromebooks. The district has not experienced any unanticipated costs associated with the Chromebooks. Teachers at Franklin and Hadley will receive the existing level three laptops which students will no longer need as they will be using their Chromebook. There is another year left on the laptop lease, so the laptops will be repurposed for that final year and then replaced for the 2016/2017 year. Franklin was chosen because it is the only elementary school with a digital media specialist to assist in implementation of the pilot.

The technology budget includes replacing the existing Cisco phone equipment, including the switches and routers. There are 17 switches and 6 routers throughout the district. This purchase is budgeted as a five-year dollar buyout lease and the equipment will be retained by the district at the conclusion of the lease. The current system has been in place for approximately 10 years. The new system is expected to

last for approximately the same amount of time. Annual maintenance and service agreement will be approximately \$5,000 a year.

The iPad refresh includes 120 iPads which lease expires this year. Administration recommends replacing half of them. With the Chromebooks for level three students district-wide in the coming years, iPads will be more focused at the primary level with a collection available for use and check out in the libraries.

Capital equipment is the line item used to purchase equipment or software outright rather than lease. Projects included in this line item include cases for the Chromebooks and iPads, new switching equipment for the Churchill and Forest Glen expansions, and replacement of the projectors from the mobiles at Churchill and Forest Glen. The administration is also exploring a new work order system that provides better inventory management control and reporting.

Mr. Escalante inquired if the administration has a set refresh schedule for equipment. Mr. Wood explained that there is a technology age and obsolescence plan based on industry standards and utilization patterns by students or staff. With the one-to-one format, there is less damage and wear/tear on equipment.

Leased equipment is the lion's share of the tech budget. There are a number of groups of equipment coming off lease for the 2015/2016 year amounting to approximately \$163,000. The administration is proposing approximately \$93,000 for the budget year 2015/2016.

Other fairly significant budget line items include the printer services and toner budget which includes all the printers and copiers district-wide. The software budget includes all of the educational software and all operational software, including licensing fees. Purchased services and data equipment repair is mainly for professional service on equipment or consultants required for service outside of the technology department's scope. Equipment repair is just as its title implies. The Skyward line item is mostly for training as the district implements new modules.

Ms. Nelson commented that Glenbard West is using iPads and GoogleDocs this year. Use of the same platform and equipment assists district 41 students' transition to Glenbard West.

This presentation is for informational purposes only as we continue to build the tentative budget that will be presented to the Finance Committee during late April/early May.

B. Buildings and Grounds Department

Director of Buildings and Grounds Dave Scarmardo presented the 2015/2016 B & G budget to the committee. Highlights of the presentation follow.

One of the most significant B & G budget line item is contractual maintenance at \$512,500. Included in this line item are ROE mandated inspections and district-wide maintenance. Examples of the mandated inspections include inspections of the

district's boilers, fire alarm and sprinkler systems, elevators, bleachers, kitchen hoods and exhaust, freezer refrigeration units and portable classroom inspections, basketball backboards to name a few. Also included in this account are air quality testing, landscape maintenance, asbestos testing, maintenance contract for movable walls in the pods at Hadley, pest control, annual maintenance for the generator at CSO and security systems. There is a contingency of \$50,000 for emergency roofing repairs and testing.

The budget for architectural and engineering fees for future construction and plan services is \$400,000. The portable lease costs will go down as they are eliminated. There is a slight increase in to the Maintenance and Supplies line item. The small equipment fund is budgeted at \$325,000 for furniture for the new additions and completion of the 21st century furniture rollout.

The security and water/sewer services budgets remain static. Upgrades included for security purposes include additional cameras, door, shades, etc. The administration allocated \$30,000 for a replacement vehicle in maintenance department replacing a 2000 year Dodge.

The building improvements/adm item includes budgeted funds for HVAC work, a renovation of the Abraham Lincoln library, a remodel of the Hadley front office, hardwood floor refinishing in gyms A and B at Hadley and work on the Hadley lower level.

Mr. Ciserella will provide the backup information regarding the transfer to other fund line item to the committee.

Open Items

None.

Other

None

Adjourn

The meeting adjourned at 7:20 p.m.

Respectfully Submitted,

Carolyn Gust
Recording Secretary