	<p>LINCOLNWOOD SCHOOL DISTRICT 74 BOARD OF EDUCATION Facilities Committee Meeting AGENDA Tuesday, January 21, 2025 at <b><u>6:00 PM</u></b></p>	<p><b>BOARD OF EDUCATION</b>  <b>Kevin Daly</b>, President  <b>Peter D. Theodore</b>, Vice President  <b>John P. Vranas</b>, Secretary  <b>Myra A. Foutris</b>  <b>Ted Kwon</b>  <b>Jay Oleniczak</b>  <b>Rupal Shah Mandal</b></p> <p><b>ADMINISTRATION</b>  <b>Dr. David L. Russo</b>, Superintendent of Schools  <b>Dr. Dominick M. Lupo</b>, Assistant Superintendent for Curriculum and Instruction  <b>Courtney Whited</b>, Business Manager/CSBO</p>
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*Agenda of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, to be held in the Marvin Garlich Administration Building  
6950 N. East Prairie Road  
Lincolnwood, Illinois 60712,  
on Tuesday, January 21, 2025.*

*IN-PERSON PARTICIPATION: It is expected that all members of the Facilities Committee, plus several administrators, will be physically present at the Marvin Garlich Administration Building located at 6950 N. East Prairie Road, Lincolnwood, IL. The public is welcome.*

*The November 19, 2024 Facilities Committee meeting was canceled due to a light agenda. The December 10, 2024 Facilities Committee meeting was canceled due to scheduling conflicts.*

1. CALL TO ORDER/ROLL CALL  
FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair  
Rupal Shah Mandal (BOE), Co-Chair  
Myra A. Foutris (BOE)  
Emily McCall, Community Member  
Zade Tagani, Community Member

ADMINISTRATORS/STAFF

Dr. David L. Russo, Superintendent of Schools  
Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction  
Courtney Whited, Business Manager/CSBO  
Jim Caldwell, Director of Buildings and Grounds

2. AUDIENCE TO VISITORS

3. APPROVAL OF MINUTES

- a. Facilities Committee Meeting Minutes - **OCTOBER 22, 2024**

3

Motion by member:\_\_\_\_\_ Seconded by:\_\_\_\_\_

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

- a. INFORMATION/DISCUSSION/ACTION: StudioGC architecture+interiors Project(s)  
Update

6

- I. Flooring Selections for Rutledge Hall Corridors and Main Entries to be Completed  
During Summer 2025

7

II.	Sitework Options for the Campus Exterior North of Rutledge Hall	17
III.	Lincoln Hall Courtyard	22

5. OLD BUSINESS

6. NEW BUSINESS

- a. INFORMATION/DISCUSSION/ACTION: Lincolnwood School District 74 – Site Assessment Survey 23

7. INFORMATION/DISCUSSION: District Facilities Update 27

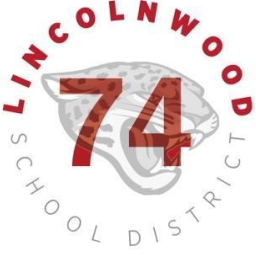
- a. Rutledge Hall Parking Lot Reconfiguration
- b. Exterior Campus Storage Options
- c. District's 2015 Ford F-250 Super Duty with 30,522 Miles on the Odometer
- d. An SD71 Athletic Charter Bus (First Student) Damaged a Lincoln Hall Outdoor Basketball Hoop on December 2nd. First Student, Inc. has Offered to "Cover All Charges" Relative to Repair/Replacement

8. ADJOURNMENT

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

***Dr. David L. Russo, Superintendent of Schools***

*Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.*

	<p>LINCOLNWOOD SCHOOL DISTRICT 74 BOARD OF EDUCATION Facilities Committee Meeting minutes Tuesday, October 22, 2024 at <b>6:00 PM</b></p>	<p><b>BOARD OF EDUCATION</b>  <b>Kevin Daly</b>, <i>President</i>  <b>Peter D. Theodore</b>, <i>Vice President</i>  <b>John P. Vranas</b>, <i>Secretary</i>  <b>Myra A. Foutris</b>  <b>Ted Kwon</b>  <b>Jay Oleniczak</b>  <b>Rupal Shah Mandal</b></p> <p><b>ADMINISTRATION</b>  <b>Dr. David L. Russo</b>, <i>Superintendent of Schools</i>  <b>Dr. Dominick M. Lupo</b>, <i>Assistant Superintendent for Curriculum and Instruction</i>  <b>Courtney Whited</b>, <i>Business Manager/CSBO</i></p>
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*Minutes of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Marvin Garlich Administration Building 6950 N. East Prairie Road, Lincolnwood, Illinois 60712, on Tuesday, October 22, 2024.*

1. CALL TO ORDER/ROLL CALL

Chair Vranas called the Facilities Committee meeting to order at 6:02 p.m.

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair  
Rupal Shah Mandal (BOE), Co-Chair  
Emily McCall, Community Member  
Zade Tagani, Community Member

FACILITIES COMMITTEE MEMBERS NOT PRESENT

Myra A. Foutris (BOE)

ADMINISTRATORS/STAFF

Dr. David L. Russo, Superintendent of Schools  
Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction  
Courtney Whited, Business Manager/CSBO  
Jim Caldwell, Director of Buildings and Grounds

OTHERS PRESENT

Athi Toufexis, StudioGC

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Facilities Committee Meeting Minutes - **APRIL 16, 2024**

A motion was made, seconded and passed to approve the April 16, 2024 Facilities Committee meeting minutes.

b. Facilities Committee Meeting Minutes - **MAY 21, 2024**

A motion was made, seconded and passed to approve the May 21, 2024 Facilities Committee meeting minutes.

c. Facilities Committee Meeting Minutes - **JUNE 11, 2024**

A motion was made, seconded and passed to approve the June 11, 2024 Facilities Committee meeting minutes.

4. DISTRICT ARCHITECT OF RECORD - STUDIOGC architecture+interiors

a. StudioGC Project(s) Update

Athi Toufexis, StudioGC explained that the punch list is approximately 95% complete. The railings for the Lincoln Hall Plaza and the tack boards for Rutledge Hall should be arriving any day. The installation will be done on students off hours.

I. The test and balance for the heating season was completed last week. We are waiting for the report.

II. A \$4,300 credit for the Rutledge Hall teachers' desks will be issued on the final IFB invoice due to receiving them with green bumper T-molding instead of blue. The credit is 15% of the desks' \$28,571 cost.

b. Additional Furniture for Todd Hall and Rutledge Hall

Courtney Whited, Business Manager/CSBO explained that this was originally a \$21,000 estimate, it was reviewed and only necessities were considered bringing the total down to \$13,471.37.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to approve this quote from Interiors For Business, Inc. in the amount of \$13,471.37 for classroom furniture in Todd Hall and Rutledge Hall.

5. OLD BUSINESS

The Administration will explore how we can get the solar panel dashboard into Lincoln Hall.

6. NEW BUSINESS

a. 2025 School Maintenance Project Grant Application

The Committee asked if there are any other grants that might be used for this project. Athi explained that there are not normally grants for piping. The Committee asked if the Administration applied for any of the utility company grants for the last project. Athi explained that she looked into submitting for the lighting, but there was not enough of a difference for ComEd to consider the District for the grant.

A motion was made, seconded, and passed that the Facilities Committee concurs with the Administration's recommendation to the Board of Education to approve the District Certification form and Taxpayer Identification form in order to complete the ISBE School Maintenance Project Grant application process before the December 1, 2024 deadline.

7. District Facilities Update

a. The Girl Scout Troops will be using the Todd Hall and Rutledge Hall Libraries from September through June on the evenings of the first and third Thursdays of each month

b. Contour Landscaping completed the Administration Parking Lot area's landscape improvements in mid-September.

c. Community member Wendy Grano offered her resignation from the Facilities Committee. The Committee, the Board of Education and the Administration thank Ms. Grano for her time and efforts on behalf of the Lincolnwood learning community.

d. Alltown Bus Company requested to rent the Lincoln Hall Cafeteria again for their annual safety meeting.

e. Campus Safety & Security Infrastructure

Dr. David L. Russo, gave the Committee an overview of some of the inquiries that he has made over the past few months. Dr. Russo attended a security conference and one of the items that was stressed was doing a regular security audit. Dr. Russo is looking at a couple of vendors to see what recommendations they might have for the District as it relates to safety across the campus. Dr. Russo discussed updating the District's cameras. Currently they are reaching a level of technological obsolescence. The Administration is exploring a multi-year phasing in of newer cameras, and exploring one vendor to manage multiple security systems.



8. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 6:21 p.m.

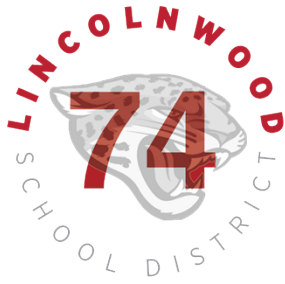
The next Facilities Committee meeting will be held Tuesday, November 19, 2024 at 6:00 p.m. The public is welcome.

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John P. Vranas, Chair

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Rupal Shah Mandal, Co-chair



## Facilities Committee Meeting

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DATE: January 21, 2025

TOPIC: District Architect of Record - StudioGC architecture+interiors Project Updates

PREPARED BY: Courtney Whited, Business Manager/CSBO with

Athi Toufexis, Principal, StudioGC architecture+interiors

### Recommended for:

- ☐ Action
- ☒ Discussion
- ☒ Information

### Purpose:

To provide the Facilities Committee an update on StudioGC architecture+interiors District Projects:

1. Flooring selections for Rutledge Hall corridors and main entries
  - Confirm Option #2 for the corridors
  - Alternate Jaguar logo color options for the walk off mats
2. Sitework options for the campus exterior north of Rutledge Hall
  - Surface options
3. Lincoln Hall Courtyard
  - Replace the SIX (6) second floor courtyard windows entirely now, or delay?
  - Existing few sections of curtain wall on the 2<sup>nd</sup> floor that have painted panels, but the curtain wall itself looks to be the original system and old, single-pane, non-tempered glass. Replace the whole curtain wall system Summer 2025 or in the future after the next HLS study?
  - Preferred color of new infill panels: Custom <sup>6</sup>blue to match the window frame, or other?



# Rutledge Hall Corridor Flooring Replacement

November 25, 2024



Existing Corridors



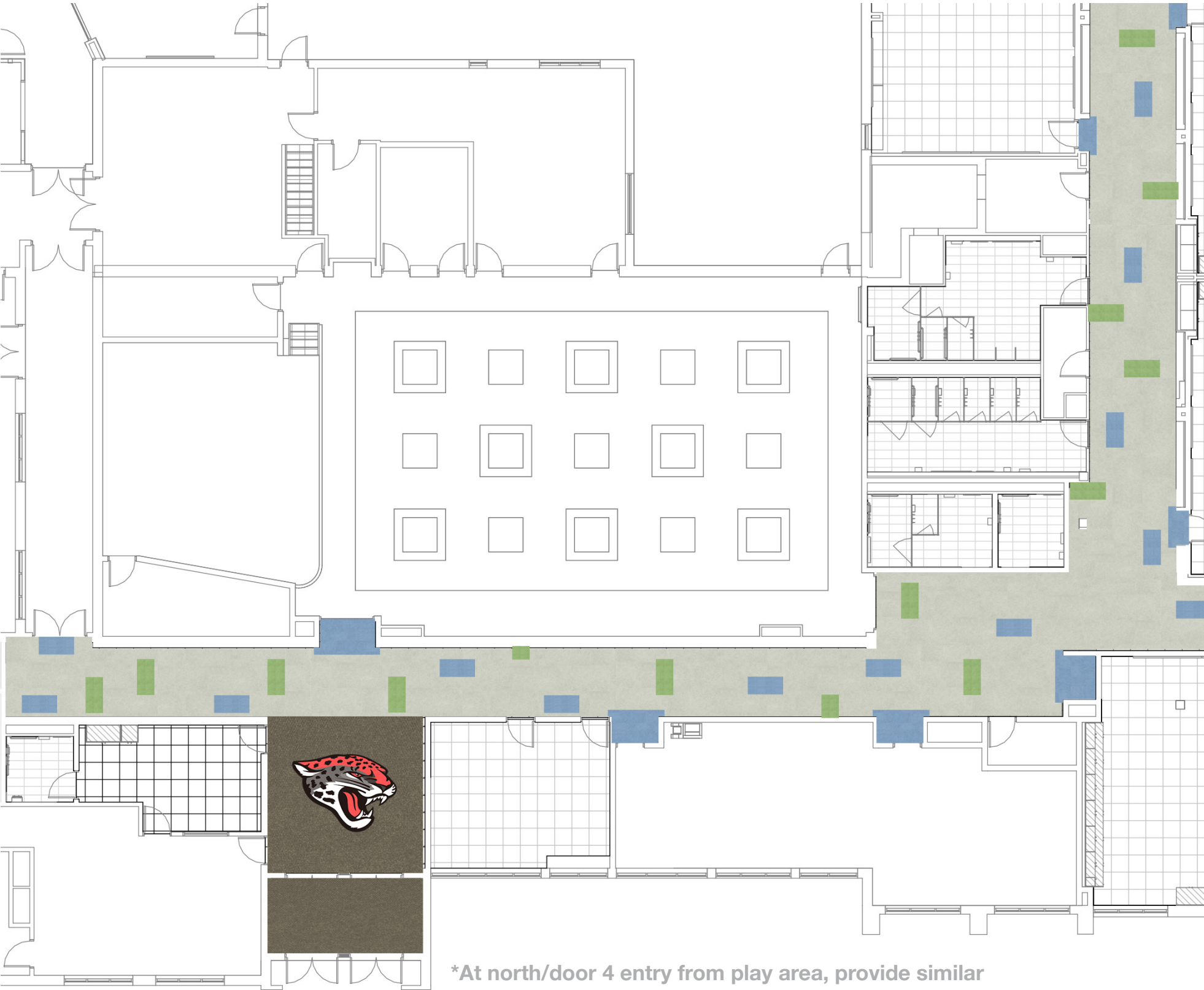
Existing Classroom



Rutledge Hall Corridor<sup>8</sup> Flooring Replacement

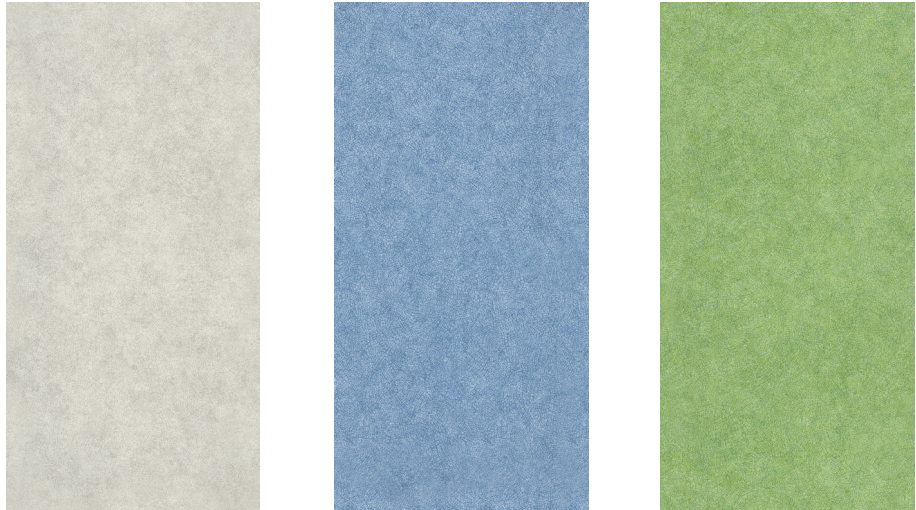


Concept 1 - Entry Corridor (LVT)

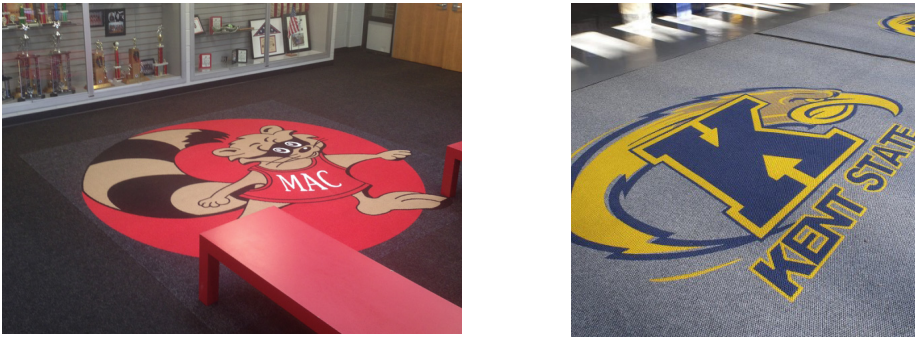


\*At north/door 4 entry from play area, provide similar entry walk off carpet with logo as main entry

Corridor Field and Accents



Entry Vestibule/Area Walk Off Carpet with Logo

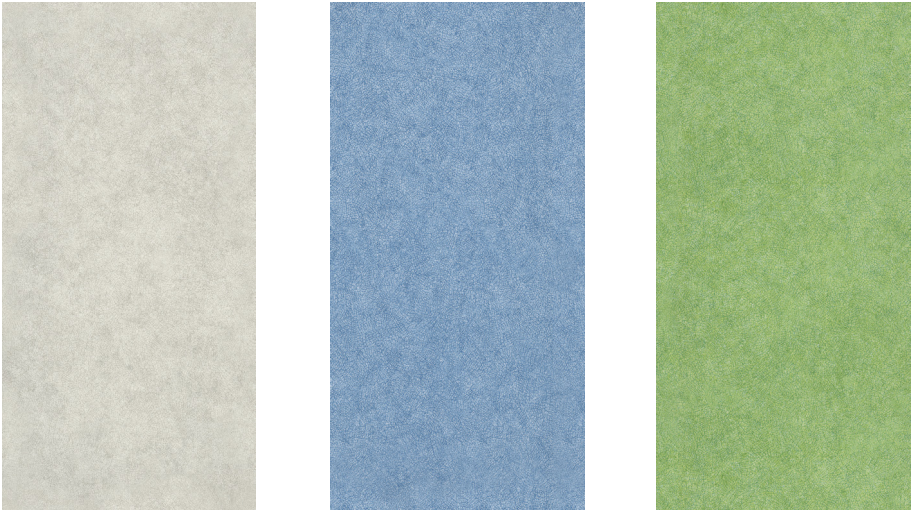




Concept 1 - Typical Classroom Corridor (LVT)

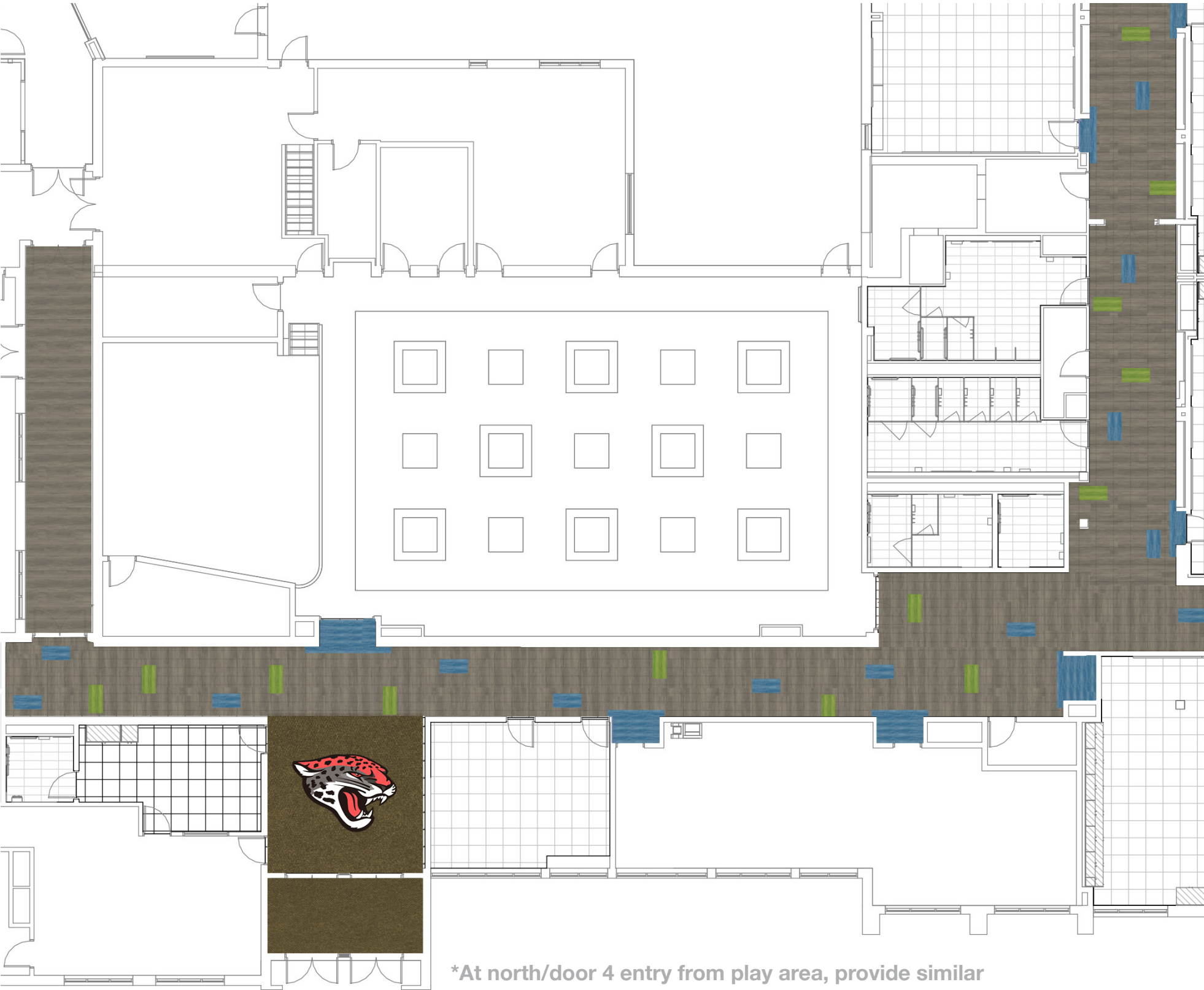


Corridor Field and Accents



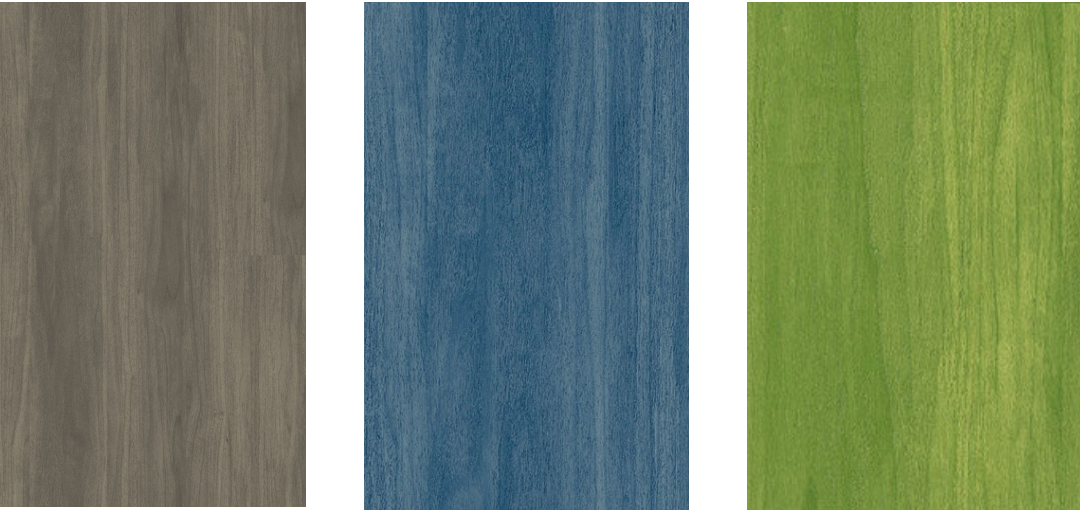


Concept 2 - Entry Corridor (LVT)

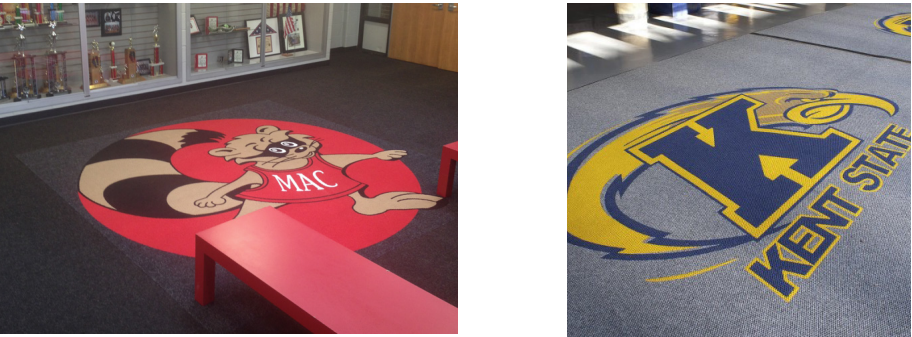


\*At north/door 4 entry from play area, provide similar entry walk off carpet with logo

Corridor Field and Accents

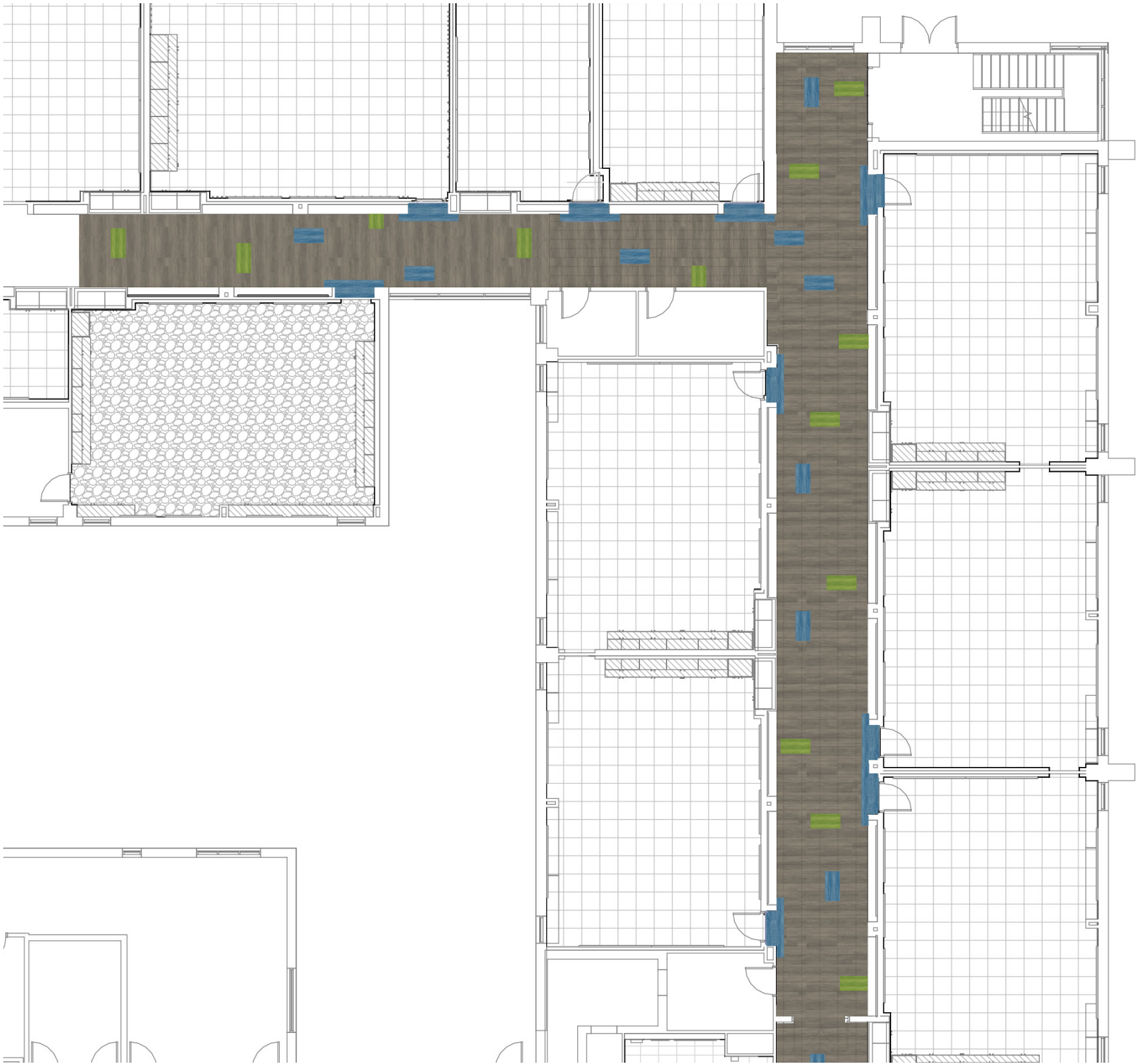


Entry Vestibule/Area Walk Off Carpet with Logo





Concept 2 - Typical Classroom Corridor (LVT)



Corridor Field and Accents



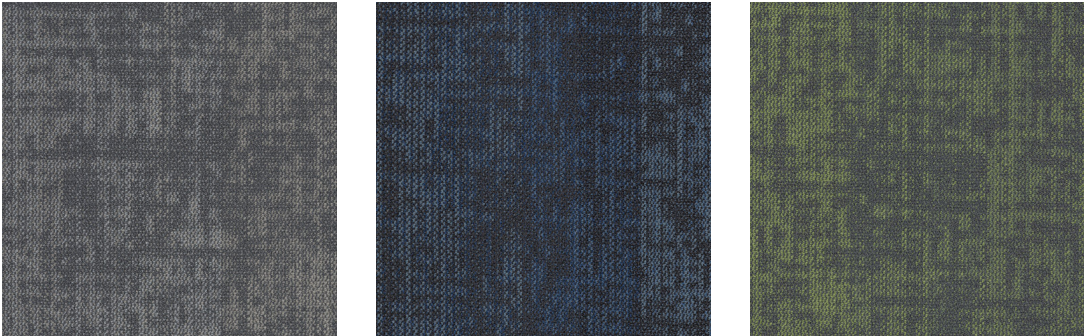


Concept 3 - Entry Corridor (Carpet)



\*At north/door 4 entry from play area, provide similar entry walk off carpet with logo as main entry

Corridor Field and Accents

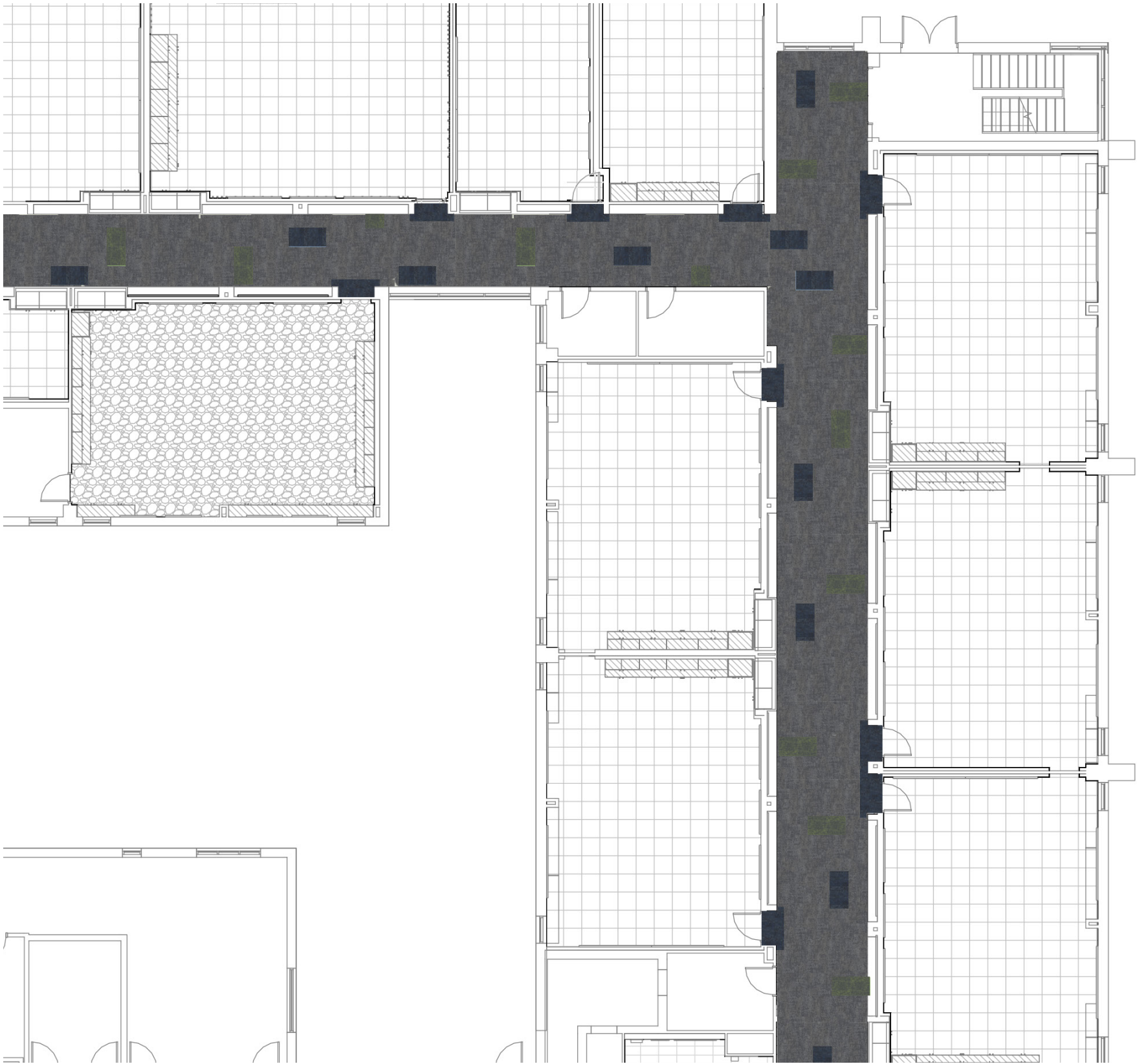


Entry Vestibule/Area Walk Off Carpet with Logo

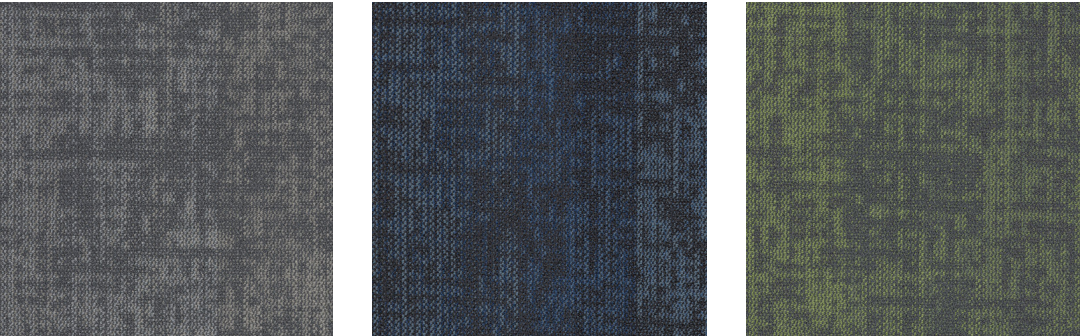




Concept 3 - Typical Classroom Corridor (Carpet)



Corridor Field and Accents



THANK YOU!







OPTION 1



OPTION 2



OPTION 3



OPTION 4



# Sitework Improvements

December 2, 2024



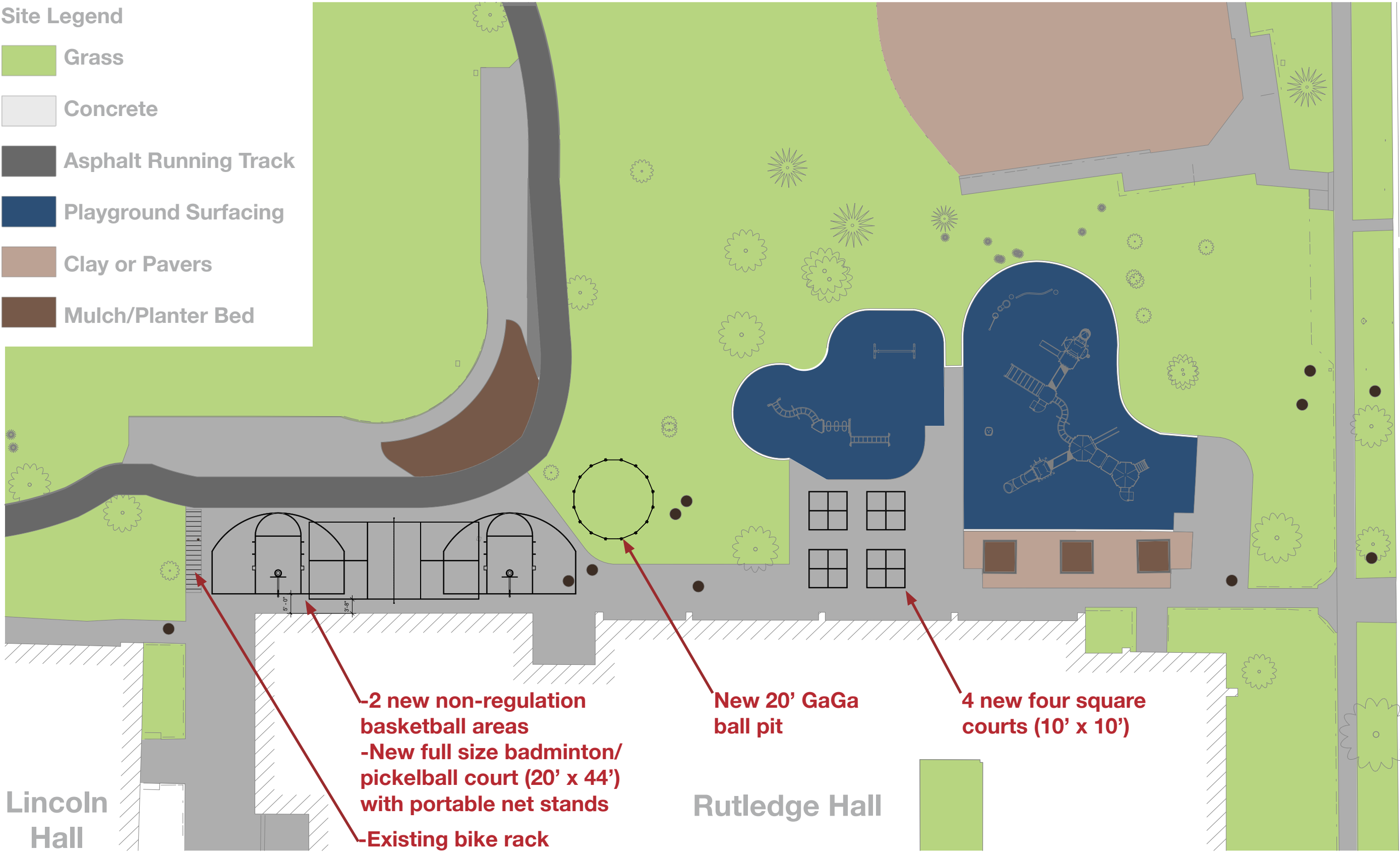




Proposed Layout

Site Legend

- Grass
- Concrete
- Asphalt Running Track
- Playground Surfacing
- Clay or Pavers
- Mulch/Planter Bed



Lincoln Hall

Rutledge Hall

-2 new non-regulation basketball areas  
-New full size badminton/pickelball court (20' x 44') with portable net stands  
-Existing bike rack

New 20' GaGa ball pit

4 new four square courts (10' x 10')

N. East Prairie Rd.





Potential Surfacing Options - Basketball/Badminton/Pickelball Court



A) Concrete Paving with Striping



- + Similar to existing
- + Low amount of maintenance
- + Lowest initial cost
- + Flat / no ramped transition edges at border
- No shock absorption
- No color other than striping
- Striping requires high maintenance/refresh

B) Concrete Paving with Sport Court  
Modular Surface Tiles



- + Shock absorption
- + Low amount of maintenance
- + Opportunities for color (~20 colors)
- + Decreases surface temp. of concrete
- + Expands concrete lifespan
- + 15 year material warranty
- Ramped transition edges at border of tiles to concrete paving
- Highest initial cost (additional material applied on top of concrete paving)

C) Concrete Paving with Acrylic Coating



- + Similar product to Todd Hall sensory paths or tennis courts
- + Flat / no ramped transition edges at border
- + Opportunity for artwork/branding & color (>50 colors)
- + Decreases surface temp. of concrete
- + Expands concrete lifespan
- +/- Cost varies depending on design
- No shock absorption
- Most amount of maintenance (1 year warranty; but average installs last 7-10 years before recoating)

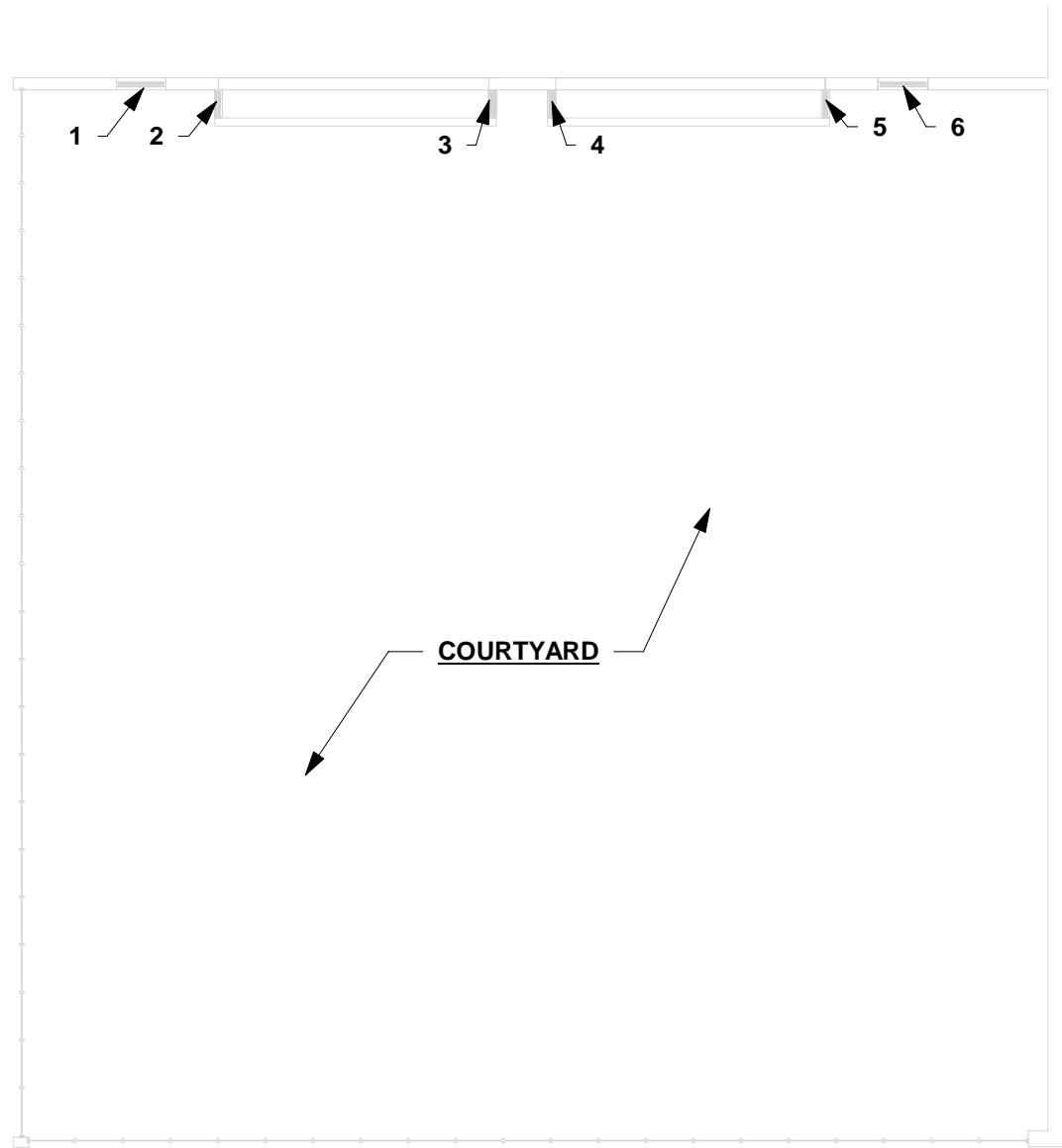




THANK YOU!



2nd FLOOR CURTAINWALL



1 Scope of Work - 2nd Floor Courtyard  
1/16" = 1'-0"

EXISTING CONDITIONS:  
(6) 2ND FLOOR SINGLE PANE GLASS WINDOWS WITH 2X6 PAINTED GUARDRAIL ON THE INTERIOR SIDE



PREFERRED COLOR OF NEW PANEL?

- OFF WHITE TO MATCH EXISTING
- CUSTOM BLUE TO MATCH WINDOW SYSTEM



## Executive Summary Facilities Committee Meeting

DATE: January 21, 2025

TOPIC: Lincolnwood School District 74 – Site Assessment Survey

PREPARED BY: David Russo

### **Recommended for:**

- ☒ Action
- ☒ Discussion
- ☒ Information

### **Purpose/Background:**

In October, members of the Administrative team attended the Illinois School Safety Conference. A recurring theme of that event was the value created from conducting a regular security assessment of a district's campus and buildings. Lincolnwood School District 74 has not conducted such an assessment in at least a decade.

Multiple proposals were obtained from vendors the District has conducted safety and security business with in the past. In recent years, the District has worked with Foresight Integrated Solutions on table top exercises, crisis planning, and a traffic study. Their proposal was also the least costly of those reviewed.

Foresight Integrated Solution's Site Assessment Survey (SAS), also known as a security audit, examines the safety and security including but not limited to:

- ï Reunification
- ï Panic Buttons
- ï School Buses
- ï Emergency Notification

- ï Camera Systems
- ï Guest Management
- ï Traffic
- ï Accessibility and Emergency Preparedness

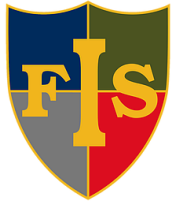
The SAS will include staff interviews, review of policies and procedures, and will result in a written report.

**Fiscal Impact:**

\$8,000

**Recommendation:**

The Facilities Committee concurs with the Administrative recommendation to the Board of Education to approve this proposal from Foresight Integrated Solutions for a Site Assessment Survey in the amount of \$8,000.



November 6, 2024

Dr. David Russo, Superintendent of Schools  
Lincolnwood School District 74  
6950 North East Prairie Road  
Lincolnwood, Illinois 60712  
[drusso@sd74.org](mailto:drusso@sd74.org)

**Re: Lincolnwood School District 74 - Site Safety Assessment**

Dear Dr. Russo,

Thank you for taking the time to speak with me last week. I appreciate you sharing your concerns related to the site safety of School District 74's (SD74) campus. Your commitment to ensuring the safety of your school campus is to be commended. Please see below Foresight Integrated Solutions' proposal for a Site Assessment Survey (SAS).

The purpose of a SAS is to obtain an increased understanding of risk and vulnerabilities that are associated with buildings, grounds and safety processes. Foresight Integrated Solutions will identify security assets already in place and gaps that may exist. Information discovered from the SAS will be used to improve SD74's overall safety posture with better defined safety protocols.

Our findings will be actionable, relevant to SD74's context with the goal of increasing the overall security benefits of your physical security. We will help establish SD74 expectations and better equip your staff with safety training. We will work with you to determine the measures needed across your campus to not only detect, but deter and mitigate/eliminate threat(s).

Foresight Integrated Solutions's SAS, also known as a security audit, examines the safety and security including but not limited to:

- Reunification after an emergency
- Panic buttons
- School buses
- Emergency notification to staff/students/guests
  - Communications
- Camera systems

- Guest management
- Traffic during drop off/pick up
- Accessibility and emergency preparedness of the buildings, grounds, and staff preparedness (training and knowledge of emergencies)

Our SAS will include staff interviews, review of any policies and procedures related to school safety/security, training, exercises and drills (last two years).

Site assessments are vehicles for the continual collection of information, and they can be conducted while walking throughout the campus and facilities. Foresight Integrated Solutions will work with your staff, along with the Lincolnwood Police, Fire and Public Works Departments to complete these assessments.

Foresight Integrated Solutions will also consider the following strategies:

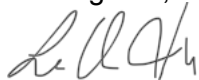
1. **Leadership Commitment** - Assessing effective buy-in and strategic direction
2. **Risk and Threat Identification** - Gauging capabilities in identifying and prioritizing risks
3. **Business Continuity Planning** - Evaluating continuity plans
4. **Crisis Management and Incident Response** - Assessing protocols including communication internally and externally (first responders)
5. **Organizational and Operational Resilience** - Analyzing operational stability
6. **Training and Awareness** - Analyzing preparedness through training initiatives
7. **Testing and Exercising** - Ensuring resilience through regular drills and scenario planning
8. **Continuous Improvement** - Focusing on improvement

**Total cost: \$8,000**

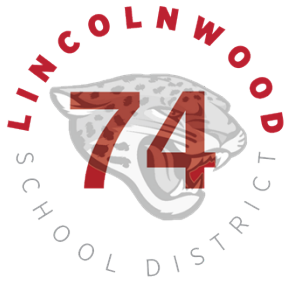
Foresight Integrated Solutions will present an electronic report (PDF) within 30 days of completing this project. That report will include findings along with reasonable recommendations that SD74 can implement to increase the safety of their students, staff and the public.

On behalf of Foresight Integrated Solutions, thank you for the opportunity to provide this valuable service to you. Please do not hesitate to contact me with any questions or concerns regarding this proposal.

Best regards,



Larry Martin, Principal



## Facilities Committee Meeting

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DATE: January 21, 2025

TOPIC: District Facilities Update

PREPARED BY: Courtney Whited

### **Recommended for:**

Action

☒ Discussion

☒ Information

### **Purpose/Background:**

To provide the Facilities Committee an update on ongoing Districtwide project(s):

1. Rutledge Hall parking lot reconfiguration
2. Exterior campus storage options
3. District's 2015 Ford F-250 Super Duty with 30,522 miles on the odometer
4. An SD71 athletic charter bus (First Student) damaged a Lincoln Hall outdoor basketball hoop on December 2nd. First Student, Inc. has offered to "cover all charges" relative to repair/replacement.