

**OAK PARK AND RIVER FOREST HIGH SCHOOL**  
**201 N. Scoville**  
**Oak Park, IL 60302**

**Finance Committee Meeting Minutes**  
**March 12, 2013**

A Finance Committee meeting was held on Tuesday, March 12, 2013. Ms. McCormack called the meeting to order at 7:29 p.m. in the Board Room. Committee members present were Terry Finnegan, Valerie J. Fisher, Dr. Ralph H. Lee, Amy McCormack, Dr. Dietra D. Millard, Sharon Patchak-Layman, and John Phelan. Also present were Dr. Steven T. Isoye, Superintendent; Michael Carioscio, Chief Information Officer; Dr. Tina Halliman, Assistant Superintendent of Student Services; Amy Hill, Director of Assessment and Research; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction; Nathaniel L. Rouse, Principal; Karin Sullivan, Director of Community Relations and Communications; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included James Paul Hunter, Faculty Senate Executive Committee Chair; Dr. Barb Langer, John B. Bokum Jr., and Melanie McQueen, community members; Vernecia Gee-Davis, intern; and Ambria Jones, student.

**Public Comments**

Dr. Langer, resident of 415 Franklin, River Forest, IL, asked for explanations regarding the following expenditures. It was the consensus of the Board of Education to suspend its procedure of not responding to public comments. Immediate responses were provided to some of the inquiries.

- 1) Faculty Senate dues. The faculty pays their own fees with deductions from their paychecks. This is a transfer only.
- 2) Memory for notebook computer
- 3) DVD player
- 4) Teaching certificates for multiple staff and faculty
- 5) Per diems for faculty and staff to attend conferences all over the United States. Professional development is critical to staff in maintaining academic and specialized programs. Administrators and staff, including noncertified staff, must attend to maintain curricular and educational programs. Some can be costly and offered only in one place in the country. Most professions have similar opportunities for their staff and that is what keeps a program top notch.
- 6) Excessive amount for car battery
- 7) Physical Therapy for students. This is required by law.
- 8) Cab fare for students
- 9) Life insurance payment
- 10) Hotel and travel expenses for a teacher

**Energy Savings Program**

Student Truman McGee approached Mr. Zummallen at the beginning of the 2013 School Year about the school's exterior lighting. He wanted to provide the District with a study to decrease energy cost and reduce CO2 emissions. Mr. Zummallen provided the student with the types of exterior lighting currently being used. Mr. McGee used this data to develop a spreadsheet of recommendations for the types of bulbs that could be used to decrease the cost for exterior lighting. Mr. Zummallen then developed a plan to replace the exterior lighting with a more energy efficient LED lighting system; they have a ten-year warranty. Recently seven food lights were replaced on Scoville and the rest of the lights are scheduled to be replaced later this month. The District received grant funding from the Department of Commerce and Economic Opportunity (DCEO) for 20% of this project. The previous annual cost to operate exterior lighting was \$2,207.28. The new annual cost is

projected to be \$322.27. The payback for this project will be 4.2 years and the CO2 emissions will decrease by 11 tons.

The impetus for Mr. McGee to undertake this project was because of a project in Mr. McCarron’s classroom.

**Collaboration of Early Childhood Care & Education**

It was reported that Ms. Fisher, Mr. Phelan, and Dr. Isoye were moving forward on the Board of Education’s intent to create an IGA and contract with regard to the Collaboration of Early Childhood Care and Education (CEC). Only one meeting has occurred. As soon as draft documents are available, they will be presented to the Board of Education as a whole.

**Authorization to Commence 2013 Audit**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the authorization for the Assistant Superintendent for Finance and Operations to begin the annual audit for fiscal year ending June 30, 2013 at the March 21 regular Board of Education meeting.

**Presentation of Athletic Uniform Bid**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Athletic Uniform purchases at its regular March 21, 2013 meeting, as presented.

Item Description	Advantage		Boathouse Sports	BSN Sports
	Team Sales Group			
Girls Soccer Alt* Jerseys - Home	\$975.00			
Girls Soccer Jerseys - Away				\$1,350.00
Boys Soccer Warm-ups				\$4,280.00
Girls Field Hockey Jersey - Home				\$1,176.00
Girls Field Hockey Jersey - Away				\$1,176.00
Boys Lacrosse Warm-ups			\$3,685.50	
Wrestling Warmup				\$2,640.00
Wrestling Singlet				\$1,200.00
Boys Cross Country Singlet and Shorts				\$2,426.40
Girls Softball Warm-ups			\$2,218.80	
Boys Volleyball Alt* Jerseys	\$639.00			
Boys Track Alt* Singlets	\$1,200.00			
Girls Basketball Uniforms - Home				\$1,350.00
Girls Basketball Uniforms - Away				\$1,350.00
<b>Total Award</b>	<b>\$2,814.00</b>		<b>\$5,904.30</b>	<b>\$16,948.40</b>
<b>Total Bid Price</b>	<b>\$25,666.70</b>			

The Board of Education desired OPRFHS to solicit multiple bidders for each athletic uniform in order to receive competitive bidding, as only one item out of 17 received multiple bids. Why are the high school’s uniforms so unique? Ms. Fisher noted that uniforms are critically important to students, as they wear them with pride. What is the life span of the uniforms? What is the rotation?

**Presentation of Visual Image Photograph (VIP) Contract Extension**

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve a one-year contract extension as presented with VIP for the 2013-14 school year at the regular March 21 Board of Education meeting. This contract is being extended for the third time as VIP has provided excellent service and timely solutions to challenges common to school-photography with VIP because of the Photography.

**Presentation of Check Disbursements dated March 12, 2013**

It was the consensus of the Finance Committee members to recommend that the Board of Education approve the Check Disbursements dated March 12, 2013 at the Special Board of Education meeting immediately following this meeting.

**Adjournment**

Ms. McCormack adjourned the Finance Committee meeting at 7:48 p.m.

Amy McCormack  
Secretary