



**BOARD OF EDUCATION
KEENEYVILLE SCHOOL DISTRICT 20
FINANCE & FACILITIES COMMITTEE MEETING MINUTES
Tuesday, May 7, 2024, 6:00 PM
Spring Wood Middle School - Board Room
5540 Arlington Drive E
Hanover Park, IL 60133
*Ignite the Power and Potential of Each Student!***

I. Call to Order

At 6:01 PM Committee Chair, Jennifer Kuban, called the Finance & Facilities Committee meeting to order.

II. Roll Call

Jennifer Kuban	-present
Terry Walloch	-present
Sarah Dellaria	-absent

III. Approval of Agenda

Terry Wollach moved that the Committee approve the agenda as presented. Jennifer Kuban seconded.

Ayes: 2

Nays: 0

Motion carried

IV. Public Participation

There was no public participation

V. Approval of Minutes from April 9, 2024

Sarah Dellaria moved that the Committee approve the minutes as presented Terry Walloch seconded.

Ayes: 2

Nays: 0

Motion carried

VI. Summer 2025 Construction

The committee discussed plans to expand the Greenbrook office beginning in March of 2025. Space is extremely limited in the main office and a small addition would allow for additional offices and a more secure entryway vestibule. The district's architect, Arcon, and the district's construction manager, Bear Construction, attended the meeting to review the conceptual design and the preliminary budget of \$1.9 million. The project would be financed with fund balance and completed by the beginning of the 2024-25

school year. The committee agreed that our current priority is to determine where we will relocate the main entrance and the nurse's office.

VII. Food Service Update

In February, the district published a Request for Proposal (RFP) for a Food Service Management Company. We received proposals from two (2) vendors, Aramark (our current provider) and Arbor Management. Proposals were evaluated based on the following ten (10) criterion, developed by the District Evaluation Committee, and incorporated in the proposal specifications:

Evaluation Criteria:

- Cost / financial proposal
- Promotion of health and well-being of students
- Local food products
- Hormone and pest practices
- Animal welfare
- Contracting with small and minority businesses
- Site visit / taste testing
- Customer service & staffing plan
- Menu selection, preparation, and variety
- Reduction of waste

After the site visit / taste testing was completed, reference checks were conducted. Based on the total evaluation, Arbor Management Inc. scored the highest number of points. The estimated cost for fiscal year 2025 is \$630,210. The contract with Arbor Management will be presented at our June 13th board meeting for approval.

VIII. Spring Wood Classroom Renovation

Reiley and Kiko obtained a proposal at the request of Phil Aliano, Spring Wood Principal, to combine two small rooms at Spring Wood to be one larger room. The room would be used as an academic support center to assist students who have IEPs, accommodations, and are struggling academically. This will be a much better use of the space. Bear Construction provided a proposal, and the project is estimated to cost \$36,000. Reiley is obtaining an additional proposal to ensure we obtain competitive pricing prior to authorizing the project to proceed. An update will be provided at the June 3rd Finance & Facilities Committee Meeting.

IX. Registration Fees 2024-25 School Year

The committee reviewed our registration fee discounts for the 2024-25 school year. We waive registration fees for employees of the district whose children attend our schools, while they will still be required to pay the \$50 technology fee. This initiative serves as a token of appreciation for the dedication of our hardworking staff.

X. Other

XI. Adjournment

At 6:44 PM Terry Walloch moved to adjourn the meeting. Jennifer Kuban seconded.

Ayes: 2
Nays: 0
Motion carried

Respectfully Submitted,

Jennifer Kuban, Committee Chair

Date