



**BOARD OF EDUCATION
BUILDINGS AND GROUNDS COMMITTEE MEETING – MINUTES
OF FRIDAY, APRIL 17, 2020 AT 12:30 P.M.
CONNOR SHAW CENTER - CONFERENCE ROOM**

****This Buildings and Grounds Committee Meeting was done as a teleconference call with Mrs. Tara Robinson, Mr. Rick Uthe, Mr. Steve Stein, Mr. Trevor Moore, Mr. Dave Osborne, Mr. Mike Arnold and Mrs. Cathy Cuculich.****

ROLL CALL:

At 12:30 p.m. a.m. Vice President Richard Uthe called the meeting to order and requested all present to stand and recite the Pledge of Allegiance. A roll call was taken and the following committee members answered aye (3): Mr. Richard Uthe, Mrs. Tara Robinson, Mr. Steve Stein and no nays.

ALSO PRESENT:

Mr. Trevor Moore, Mr. Dave Osborne, Mr. Mike Arnold and Mrs. Cathy Cuculich.

VISTOR'S LOG

No one signed the Visitor's Log.

SPEAKERS' LOG:

No one signed the Speaker's Log.

OPPORTUNITY TO SPEAK:

No Speakers.

ACCEPTANCE OF PRIOR MEETING MINUTES:

Mr. Uthe asked for a motion to accept the prior Buildings and Grounds' committee meeting minutes of March 12, 2020. Mrs. Robinson made a motion to approve the minutes and Mr. Uthe seconded the motion, and on a roll call vote; the following committee members answered aye (3): Mrs. Robinson, Mr. Uthe, Mr. Stein and no nays.

FOR DISCUSSION:

Summer 2020:

The Committee along with Mr. Moore, Mr. Arnold and Mr. Osborne discussed summer cleaning and the summer crew. With the announcement from the Governor that schools will not be reopening, the Committee talked about having our custodians start the summer cleaning now at the buildings. Mr. Arnold reported that he can assign a couple of custodians to each school. He also reported that the custodians will be practicing social distancing and wearing masks while they are working.

Mr. Stein stated that the custodians can probably start sometime next week.

Mr. Stein asked Mr. Arnold what he needs from the teachers to get their classrooms ready for the summer cleaning. Mr. Arnold reported that he just needs the teachers to leave notes on items they want left on the walls and desks during our summer cleaning. Mrs. Robinson reported that we probably need to give the teacher time to get their rooms ready. And with the social distancing, we will need to stagger the teachers coming in to their classrooms at the buildings and give them time to get their classrooms ready for Mr. Arnold. Mrs. Robinson asked Mr. Arnold if he sent an email to the teachers regarding getting their classrooms ready for the summer. Mr. Arnold responded yes, and Mrs. Robinson asked if he can please send the email to her. Mr. Arnold responded yes.

The Committee also discussed how much time do we give the teachers to get their classrooms ready for the summer cleaning. Mr. Stein stated that he thinks we give the teachers a specific time frame to get in and get out of their classrooms. Once the teachers are out of their classrooms, they will not be allowed back into their classrooms until the start of the new school year.

Mr. Stein responded that he will discuss this with the administration team at their admin meeting on Monday.

Mr. Stein asked Mr. Arnold, do you need any additional cleaning supplies to start the summer cleaning? Mr. Arnold responded that he will need some supplies but nothing big, maybe some more rags. But I will also ask the custodians if they need any additional supplies for the summer cleaning. Mr. Arnold will then contact Performance Chemicals for the supplies.

The Committee, Mr. Stein, Mr. Arnold and Mr. Osborne all agreed that in light of the current situation, there is will be no hiring of students for the summer crew. Mr. Stein and Mrs. Cuculich will draft a letter to the current summer crew students hired, informing them they will not be needed this summer. Mr. Arnold stated that he will reach out the returning college students and inform them of the same.

Current Issues and Future Issues:

The Committee agreed that the gym floors will need to be stripped and waxed at all of the buildings. These are high traffic areas that need to be done. Mr. Stein stated that we should have the company in Wisconsin, Stalker Sports Floors, to come in to strip and wax the floors. This company specializes in stripping and waxing and will come in and get the floors in no time. Because this is what they do every day. Also, this will also free up our custodians to concentrate on the summer cleaning of all buildings. Mr. Stein suggested that we do not strip and wax the hallways and classrooms this summer. They will be cleaned and wet mopped. Mrs. Robinson inquired about the stripping of the commons' area at the high school, which is a high traffic area. Mr. Stein suggested maybe start the waxing and stripping from floors outside of the main office and go through the commons and then into the gymnasium.

PHS Dust Collector - Mr. Stein reported that this needs to be replaced and this will be expensive item, but it needs to be replaced as soon as possible.

Gym Doors - Mr. Stein reported that these doors will need to be replaced or repaired. These doors need to be done because of the security and safety of the buildings. The doors are the exterior gym door at PIC, the interior gym doors at PJHS and PES - PJHS' doors will be approximately \$30,000, PES and PIC doors will be approximately \$18,000.

Mr. Moore will research to see whether this would be a remodel, if not, we would have to bid out this project.

Sealcoating at PJHS - Mr. Osborne received bids for the sealcoating, one from Roy's Outside Maintenance and Garrett Sealcoating. Garrett Sealcoating is about \$1,000 more than Roy's but Garrett told Mr. Osborne that sealcoating should last at least four years. Garrett stated that the sealcoating at PJHS is almost gone. Mr. Uthe reported that if Garrett Sealcoating can guarantee four years of their sealcoating, it would be worth the \$1,000 more. Mr. Osborne will contact Garrett and inquire if they can guarantee their sealcoating for four years. Also, Garrett told Mr. Osborne to purchase plastic scrapers for the plows. Using the plastic scrapers will save the life of the sealcoating. Mr. Osborne has another sealcoating company coming out next week, Wolfe Sealcoating. Mr. Osborne will get additional estimates for the sealcoating. The Committee will compare and review the estimates of the sealcoating and decide which company will be able to do the job well.

Green Arbor Landscaping - Mrs. Robinson asked Mr. Osborne about how the grass mowing and trimming of the grounds at all buildings. Mr. Osborne reported to Mrs. Robinson and the Committee that they have done the mowing and trimming at PHS, PES, and PIC. I am not sure if the mowing is done at CSC or PJHS. But I will check for you and get back to you. Mrs. Robinson reported that she drove by the grounds of PIC were mowed and I was very impressed with the grounds.

Mr. Osborne reported that the drainage project at PIC will be starting on May 1st. Mr. Osborne reported that Jean Septic did run into another issue with the drainage and they will need to install a catch basin and pump - which will cost around another \$1,500. The Committee agreed to go ahead with the additional cost to prevent the water coming into the building at PIC.

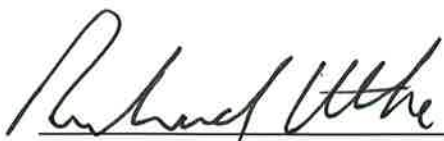
The Committee discussed the Football Score Board – Mr. Stein reported to the Committee that the score board is in bad shape and will need to be repaired. Mr. Osborne reported that the score board will intermittently stop working during a game. Mr. Osborne reported that it might be the controller, or maybe the wiring to the tower and board. This football scoreboard was installed in 1984. The football scoreboard will need to repair.

The Committee discussed the 50th year of Football on Peotone event. Mr. Osborne said everything is going good with the planning of this event. The Booster Club has donated the cost of the firework display for this event.

The Committee also discussed the tuck pointing projects that needs to be done at CSC and PHS.

ADJOURNMENT:

At 1:15 p.m. Mr. Uthe asked for a motion to adjourn the Buildings and Grounds Committee meeting. Mrs. Robinson seconded the motion, and on a roll call vote, the following committee members answered aye (3): Mrs. Robinson, Mr. Uthe, and Mr. Stein and no nays.


Richard Uthe, Vice President
Cathy Cuculich, Reporter