

**Business Office Update  
February 12, 2018 Meeting**

**Review of 2017 Summer Projects**

- Terry Miller, Head of Building and Grounds; Stephen Novak, Millburn Elementary Head Custodian; and Gabriel Gonzales, Millburn Middle School Head Custodian will be in attendance to share the projects completed in our schools last summer.

**Additional Plow Truck with a Salt Spreader**

(see details on next page)

- Dr. Lind and I are recommending that the board purchase a 2018 Ford F250 XL truck to be used as a second plow truck. Delivery timeframe would be 12-14 weeks from the date of the order. If the board would approve this purchase at the February 26, 2018 board meeting, we could anticipate delivery by mid-June, 2018.
- The total estimated cost is \$39,771. A detailed cost estimate is attached.
- We are currently paying \$1250 each time our parking lots are salted. This purchase would reduce the labor cost of paying an outside company to salt. Our only additional expense would be the cost of the salt.

**Activities**

- January 23, 2018 – Attended a webinar on Evidence Based Funding for Tier 1 & 2 School Districts
- January 25, 2018 – Attended the Illinois Association of School Personnel Administrators conference with Bernadette Hanna and Laura Sikorski in Lisle, IL
- January 26, 2018 – Attended the Illinois Association of School Business Officials Leadership Training in Rolling Meadows, IL
- February 2, 2018 – Attended the Volcano meeting at Deerfield Elementary District 109

<b>Millburn Plow Truck Estimated Cost</b>	
2018 Ford F250 XL 4x2 Regular Cab Standard Package	\$ 20,940.00
<b>OPTIONS</b>	
4 X 4 Option	\$ 2,453.00
Snowplow Prep Package	\$ 79.00
Exterior Back-Up Alarm	\$ 140.00
Cab Steps Regular Cab 18B	\$ 320.00
Extra Heavy Alternator	\$ 85.00
LT245/75Rx17E all terrain tires	\$ 165.00
Spray-in Bed Liner	\$ 595.00
Rust proof & Undercoat	\$ 389.00
Extra Key - No Remote	\$ 45.00
Delivery	\$ 275.00
License & Title M Plate	\$ 175.00
Cloth Seat 40/20/40	\$ 100.00
Trailer Brake Controller	\$ 360.00
<b>TOTAL OPTIONS</b>	<b>\$ 5,181.00</b>
<b>VEHICLE COST WITH OPTIONS</b>	
	<b>\$ 26,121.00</b>
<b>ADDITIONAL ITEMS</b>	
Snow Box for Salting	\$ 7,000.00
Plow	\$ 6,000.00
Air Bags to handle additional weight in the bed	\$ 650.00
<b>Total Additional Items</b>	<b>\$ 13,650.00</b>
<b>ESTIMATED GRAND TOTAL</b>	<b>\$ 39,771.00</b>