

Business Office Update July 13, 2015 Meeting

Roof Project Update

- Terry Miller and I met with the architect, the HVAC contractor, and the roofers on Wednesday, July 8, 2015.
- Despite the rain, progress is being made. The project is about halfway complete. Substantial completion is anticipated by the end of July. The punchlist visit has been scheduled for August 5, 2015.
- The photos below show: Left - nearly complete roofing; Center - under construction portion; Right - the 2 x 6's that raised the roof area to accommodate the new insulation.



HVAC Update

- The new rooftop unit at Millburn Elementary was installed on Friday, July 10, 2015 and the smaller unit was installed in the Blue Lab in June. I am also getting pricing on a DX unit for a technology closet that we have been unable to keep cool enough. Without air conditioning, we risk shortening the life of an expensive investment in computer network switches.



Track/Soccer Field

- The drain tile study, topographic mapping, etc... is scheduled to start during the week of July 13, 2015. Once this is complete, we will have an idea as to the extent of work that will need to be done to remedy the problem.

Paving/Sidewalk/Drainage

- A non-mandatory meeting was held with contractors on Friday, July 10, 2015 to review proposed parking lot, sidewalk and drainage projects at Millburn Elementary School. We anticipate receiving pricing on Wednesday, July 15, 2015. Based on the pricing, we will be able to determine how much we can complete this summer and how much will need to wait until next summer.

White Computer Lab

- New tables were purchased for the white computer lab at Millburn Elementary School.



Audit

- Millburn’s audit is scheduled to begin on Monday, July 20, 2015. I anticipate that the auditors will be onsite most of that week reviewing our records.

FY 2016 Budget Calendar

8/10/2015	Review of tentative budget. Board approval to put tentative budget on public display.
8/12/2015	Place legal notice of Public Hearing on the budget in newspaper. Public notice of availability of tentative budget published at least 30 days prior to adoption by the Board, ILCS 5/17-1
8/24/2015	Continue discussion of tentative budget at Board Meeting
9/14/2015	Public Budget Hearing and Budget Adoption. Last day to adopt the annual budget is September 30, 105 ILCS 5/17-1
Sept/Oct	Within 30 days of the budget adoption, the annual budget must be: <ul style="list-style-type: none"> • Filed with the County Clerk • Transmitted electronically with a deficit reduction plan (if necessary) to ISBE • Posted on the District Website • Parents and guardians notified of budget's availability (105 ILCS 5/17-1, 105 ILCS 5/17-1.2, 35 ILCS 200/18-50)