

**Business Office Update
March 20, 2017 Meeting**

Asbestos Flooring Removal

- During Spring Break, we will be removing damaged asbestos tiles in Rooms 204, 205, 217 as well as at the entrance to the Spectrum program as well as the Special Services entrance.

Summer/Fall, 2017 Projects

- Install ceiling fans in MES & MMS West Gyms – will be tied into the fire alarm system to turn off in the event of a fire
- Boiler Replacement at MES? – dependent on rebates available
- Add/Replace fire alarm devices, pull stations, smoke detectors & heat detectors
- Add Kiln exhaust hoods at MES & MMS
- Repair leak and repair soffits at MMS student entrance

Calendar for Summer/Fall, 2017 Projects

- March 8, 2017 – Legal Ad published in the Daily Herald
- March 23, 2017 - Bid documents available to contractors
- March 28, 2017 @ 1:00 p.m. – Pre-Bid Confernece held at Millburn Elementary School
- April 24, 2017 – Bid recommendation to the Board of Education for bid award
- July, 2017 – Work will begin in July, 2017

Gymnasium Floor Update

- The drying process is complete on the gymnasium floor and the large hump is gone. However, there is still obvious cupping and unevenness of the boards that sustained water damage.
- The insurance company is consulting with the company that periodically reseals our gymnasium floors to determine if the floor will need to be refinished.

Activities

- February 23, 2017 – Attended the Coop 90's Insurance Cooperative Meeting
- March 15, 2017 – Attended the Illinois Association of School Business Officials (IASBO) Facilities conference in Lisle, IL. I was a panelist for a session titled: "Construction Problems and Solutions After Construction is Complete"
- March 17, 2017 – Attended the Northeastern Illinois Association of School Business Officials meeting in Buffalo Grove, IL. The meeting was our annual legislative meeting..