

Fostering Community Involvement with Capital Projects

Waukegan Community Unit School District 60
November 13, 2020
8am - 9am

Introductions

Gwendolyn Polk, Speaker
*Associate Superintendent of Business and Financial
Services, Waukegan Public School District #60*



LeBaron Moten, Speaker
*Chief Operations Officer, Waukegan Public School District
#60*



Scott Gaunky, Moderator
*Director of Facilities, Lincolnshire-Prairie View School
District #103*

Overview

- History of School District from Financial and Facility Aspect
- Trust and Rapport with Stakeholders
- Planning Process
- Committee Development and Structure
- Communication Protocols, Techniques, and Timelines
- Financial Planning
- Implementation

History of School District (Financial)

- Strategic Budgeting Process (Zero-Based Budgeting)
- A Rating - Standards and Poors
- Recognition Rating - SY 2019 - ISBE
- Comprehensive Financial Award - ASBO International (13th Award)
- MBA Award - ASBO International
- GFOA Award

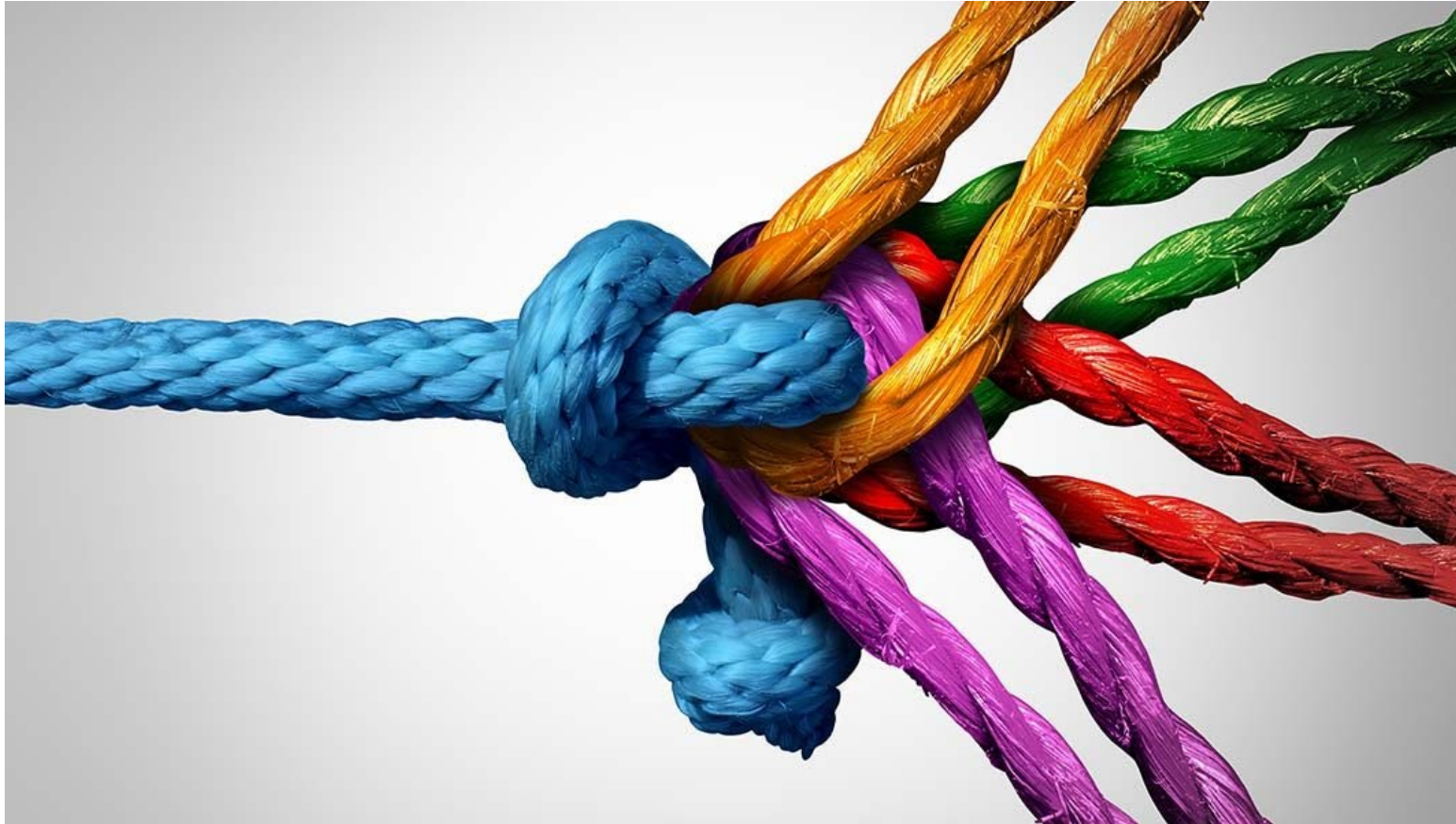
History of School District (Facilities)

- Oldest School building opened in 1860
- Newest School building constructed in 2000
- 27 Total Facilities aged 1860 to 2000 (time of construction)
- K-5 Classroom expansion project in 2013 impacting a total of 12 elementary schools
- Early Learning Center Remodel in 2015

Building Trust and Rapport

- Transparency
- Open Communication
- Strategic Planning (incorporating input from all stakeholders)
- Clear and concise presentations

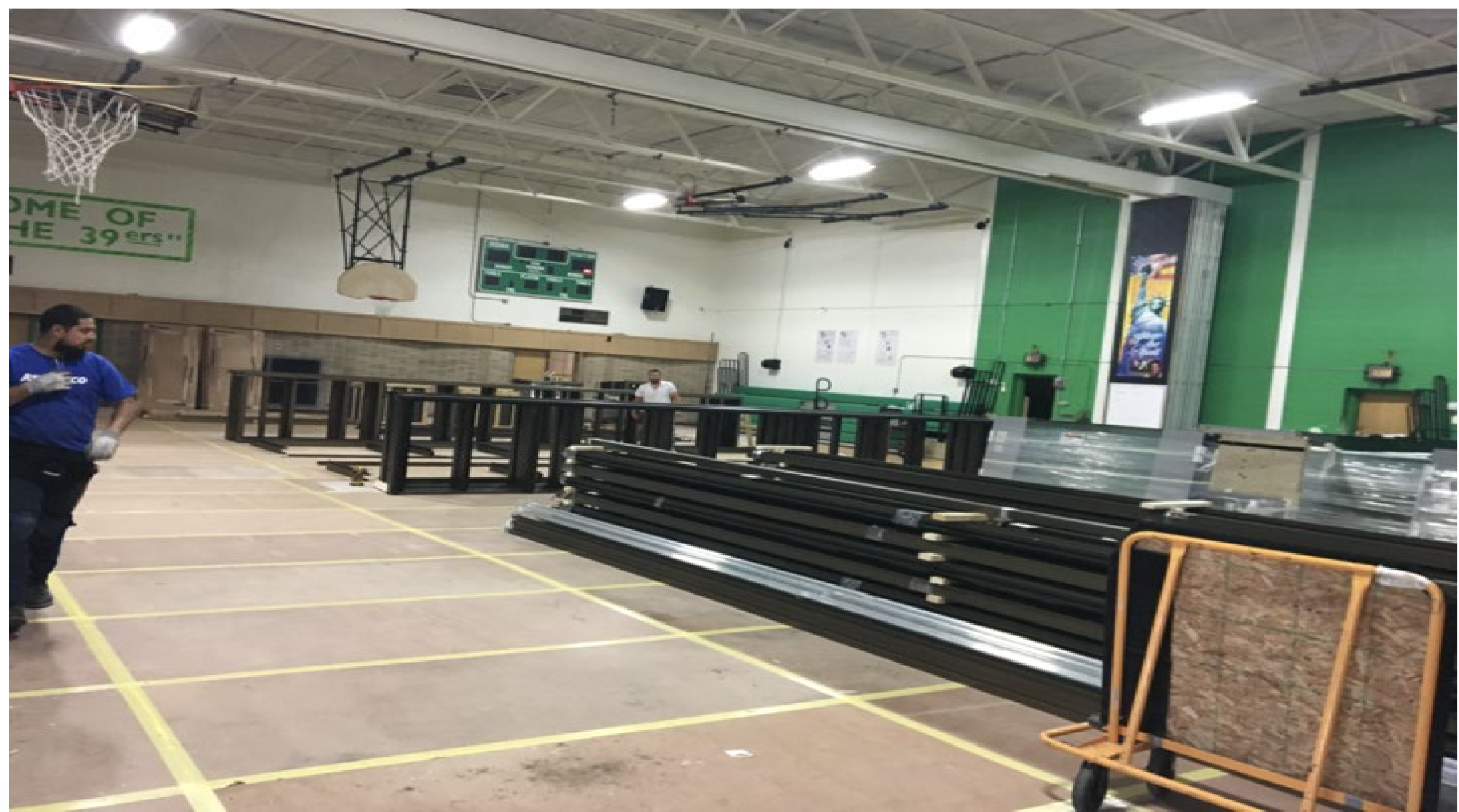
Building Trust and Rapport



POLL QUESTION?

Considering the varying opinions regarding school facilities, what do you think was the most important questions asked while presenting this information during the community forums?

Jack Benny Curtain Wall Improvements





















Committee Development & Structure

- School Principals (Elementary, Middle, High School levels)
- Information Technology
- School Board President/Vice President
- Parents (Elementary, Middle, and High School levels)
- Area Superintendents
- Operation and Maintenance Department
- Business & Financial Services Department
- City Representatives

Communication

- Establish Committee
- Brief the Board of Education
- Hold Public Forums
- Utilize Multiple Media Platforms
- Present at Board Meeting(s)

Waukegan Public Schools Capital Improvement Plan

Community Information Session

What is a Capital Improvement Plan?

A Capital Improvement Plan is a multi-year plan that identifies building infrastructure needs for sustainability, major equipment replacement, capital projects as well as provides for streamlined financial forecasting. The plan can be adjusted as infrastructure needs change over time.

Alignment with Destination 2020

- **Student Achievement**

- Operations, Safety and Facilities will provide facilities that are conducive to learning by removing physical, health and aesthetic barriers for student achievement.

- **Institutional Access**

- Operations, Safety and Facilities will enhance the building environment to promote 21st Century learning.

- **Supportive Climate**

- Operations, Safety and Facilities will provide facilities that exhibit the importance of health, safety and cleanliness.

Superintendent's Goal #1

- Continue the implementation of Destination 2022 through:
 1. The identification and monitoring of key performance indicators within divisions and schools with an emphasis on ESSA guidelines; and
 2. ***The implementation of the new, long-range Capital Improvement Plan, which identifies infrastructure improvements vital to fostering a learning environment that promotes health, safety and cleanliness.***

Capital Improvement Plan Categories

- Building Interior
- Building Exterior and Site
- Mechanical Systems
- Plumbing
- Fire Protection
- Electrical
- Systems
- Windows
- Roofing
- Playgrounds and Bleachers

Benchmarks and Timeline

- **Facility Assessment and Fact Finding-Ongoing**
- **Receive Feedback from Board of Education**
 - March 19, 2019 OSC meeting
- **Establish planning committee and meet five (5) times (minimum), consisting of:**
 - ❖ Area Superintendents
 - ❖ Three Building Principals (Elementary, Middle, High School)
 - ❖ Finance Representative
 - ❖ ITS Representative
 - ❖ Two Operations Representatives
 - ❖ Child Nutrition Representative
 - ❖ Three Parent Representatives
 - ❖ One to Two Board Members
 - ❖ One Public Works Representatives

Benchmarks and Timeline

❖ Planning Committee Meetings

- April 2, 2019 9:00am-11:00am Lincoln Center Room 120
- April 9, 2019 9:00am-11:00am Lincoln Center Room 120
- April 30, 2019 9:00am-11:00am Lincoln Center Room 120
- May 14, 2019 9:00am-11:00am Lincoln Center Room 120
- May 21, 2019 9:00am-11:00am Lincoln Center Room 120

Benchmarks and Timeline

- **Attend three (3) planning meeting with ITS department (minimum) to determine needs**
- **Attend one Assistant Principal Meeting**
 - April 12, 2019
- **Attend one Principal Meeting**
 - -April 11, 2019
- **Host four (4) Community Meetings**
 - April 4, 2019 6:00 p.m.-8:00 p.m. Lyon School Multipurpose Room
 - April 25, 2019 6:00 p.m.-8:00 p.m. WHS Brookside Campus-Hewitt Center
 - May 9, 2019 6:00 p.m.-8:00 p.m. Jack Benny Middle School Library
 - May 16, 2019 6:00 p.m.-8:00 p.m. Lincoln Center Board Room

Benchmarks and Timeline

- **Attend one City Council Meeting**
 - **May 20, 2019**
- **Provide Update to Board of Education**
 - **May 21, 2019 OSC Meeting**
- **Develop Financing Plan**
 - -April 1-August 1, 2019
- **Submit Final Plan Draft for Discussion**
 - June 18, 2019 OSC Meeting
- **Submit Final Plan for School Board Approval**
 - August 13, 2019- Board Meeting
 -

Financial Planning

- Identify Comprehensive List of Facility Needs
- Prioritize Needs (from most to least critical - life safety)
- Establish “Funded” and “Unfunded List” of Needs
- Re-evaluate needs, as needed

Implementation

Upon plan and budget approval

- * Architects
- * Formal Bid Process
- * Project Oversight and Review
- * Board Updates

Questions and Answers

We thank you for your time!

Presenters:

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