



Overview

Superintendent's Advisory HMS New Construction Community Task Force

Purpose

To oversee the expenditure of public funds for the construction of Hinsdale Middle School, to be an advisory team for the District administration, to ensure that construction is responsive to the Board of Education's desires and in line with what voters approved, and to support successful completion of the project. This group is intended to be collaborative, working together on behalf of taxpayers and in cooperation with District personnel and hired professionals. The task force does not have decision making authority. Their task is limited to the construction of a new Hinsdale Middle School.

Specifically, the task force may be asked to perform the following actions:

- Monitor project budgets and expenditures
- Make recommendations for budget modifications and contingency expenditures
- Review bids and bid documents and make recommendations regarding the awarding of bids
- Make recommendations regarding staff latitude for decision making on the construction project
- Review change orders
- Monitor and make recommendations to District administration regarding construction schedules
- Conduct further study and analysis as requested by the Board and or District administration

Membership

The Superintendent is seeking individuals with education and/or experience related to architecture, commercial construction, facilities, finance, and/or education.

- District 181 Superintendent (Chair)
- District 181 Assistant Superintendent of Business & Operations
- Owner's Representative
- Representative from the Board of Education Facilities Committee (Parent or Community Member)
- Representative from the Board of Education Finance Committee (Parent or Community Member)
- A parent/guardian of a child currently enrolled in a District 181 school
- A resident within the boundaries of District 181
- Additional members as determined by the Superintendent

Individuals interested in membership may apply as outlined on the task force application. Members will be chosen by a selection team. Meeting attendance is limited to members and invited guests, such as the project architect and construction manager. This task force is not subject to the Illinois Open Meetings Act; meetings will be not be audio recorded. The task force will support development of status reports made available to the public.

It is anticipated that this task force would meet one time per month for the duration of the project, a period from December 2016 through approximately December 2018. Meetings may be called more or less frequently by the Superintendent or his/her designee. The meeting schedule will be determined after members are selected and may be modified as needed to most effectively align with the construction schedule. Selected members may be required to attend a workshop presented by the District so that all members have a deep understanding of the project to date.



Application for Membership Superintendent's Advisory HMS New Construction Community Task Force

Name: _____

Address: _____

Email: _____ Phone: _____

Please select the appropriate option(s) below:

- Parent of Current D181 Student(s) - School(s): _____
- Resident (No Child Currently in D181) - Elementary Attendance Area: _____
- Local Business Employee - Business: _____
- Other - Please describe: _____

Are you currently a member of any District committees?

If yes, please describe: _____

Experience

Please attach a description of your background, education, and experience related to architecture, commercial construction, facilities, finance, and/or education. (Resumés are welcomed.)

Before submitting this application, please read the task force overview for information on roles, responsibilities, meeting frequency, etc.

Application Submission: Your application and attachment can be submitted in one of three ways: (1) emailed, (2) dropped off, or (3) sent via U.S. Mail. • Email: jduggan@d181.org • Mail / Delivery: District 181, Attention Jean Duggan, 115 West 55th Street, Clarendon Hills, IL 60514

Timeline: Materials (including those sent via U.S. mail) must be received no later than 4:00 p.m. (CST) on Friday, December 16. Late materials cannot be accepted. All applicants will be contacted no later than December 21 with news regarding membership.

Selection: Members will be chosen via a selection team, which will include the Superintendent and Assistant Superintendent of Business and Operations.

Questions: If you have any questions, please contact Jean Duggan: 630.861.4922.