

**FACILITY / TRANSPORTATION COMMITTEE MEETING
MINUTES**

March 25, 2026 @ 5:00 PM

1. **Call to Order/Pledge of Allegiance/Roll** 5:20 pm
Present: Desha Wear, Jane Willenborg, Kelsey Baker, Andy Johnson, Todd Thoele and Bryan West

2. **Recognition of Visitors and Opportunity for Public Comment** - None

3. **Facilities**

A. Strategic Plan - No comments

I. **Steps to this point for the development of the strategic plan:**

- Fall of 2022 - 4 sessions guided by Dr. Voltz with EDLS and representatives from the following groups began the strategic planning process: certified staff, non-certified staff, board members, administrators, students, parents, business leaders, community members, college professors, etc.
- Spring / Summer 2023 - EDLS led the District Leadership Team through the process of creating action steps and measurable methods to monitor progress in this plan.
- Summer 2023 - The Leadership Team and Administrators met numerous times to fine tune the actions steps, etc.
- 2023 - 2024 school year - implementation of strategic plan to promote engagement, education and empowerment for our students to
- Annually assess and update the progress with reports to the staff, board of education and community.



II. **GOALS:**

- Goal 1a: Facilities: Plan and centrally locate Pre-K – 5 facilities.
- Goal 1b: Facilities: Make all Pre-K to 12 facilities state of the art learning centers.

III. **Effingham CUSD 40 Living the Strategic Plan Administrative Action Steps Progress Report Created June 2, 2023**



Action Steps & Measures Performance Legend	Exceeding	Meeting	Approaching	Did Not Meet	Not Applicable
	+	✓	?	-	N/A

The action steps and measures for each strategic plan goal should be considered in their totality. The district will have met the specific goal when all of the action steps and targeted measures for each strategic plan goal have been realized.

Goal 1a: Facilities: Plan and centrally locate Pre-K – 5 facilities. <i>(Note: We will need to consider if this will be “K-5” or “birth-5” school based on the acquisition of a daycare facility.)</i>		Reporting Year			
Goal #	Actions Steps	2022-23	2023-24	2024-25	2025-26
1a.1	Research possible locations for a K-5 school	⊖	?	✓	
1a.2	Prepare estimated cost per square foot for K-5 or birth-5 elementary school	⊖	✓	✓	
1a.3	Develop financial plan that supports building a K-5 facility	⊖	?	✓	
1a.4	Prepare high-level physical plan rendering (e.g., number of classrooms, common spaces, etc.)	⊖	⊖	?	
1a.5	Establish desired revenue streams (e.g., grants, County Schools Facility Sales Tax, alumni base, referendum, etc.)	⊖	?	?	
1a.6	Complete K-5 facility design and drawings	⊖	⊖	?	
1a.7	Approve K-5 facility design	⊖	⊖	?	
1a.8	Break ground to build K-5 or birth-5 facility	⊖	⊖	⊖	
1a.9	Complete project	⊖	⊖	⊖	

Goal 1b: Facilities: Make all Pre-K to 12 facilities state of the art learning centers.		Reporting Year			
Goal #	Actions Steps	2022-23	2023-24	2024-25	2025-26
1b.1	Data Server and Storage Solution		✓	?	
1b.2	WAN/LAN Upgrades		✓	?	
1b.3	South Side renovation		✓	+	
1b.4	Access Points installed and configured		?	?	
1b.5	Fiber to Warehouse and Sports Complex	N/A	?	?	
1b.6	Develop a commonly accepted vision for state-of-the-art learning center		?	?	
1b.7	Library facility upgrades		✓	✓	
1b.8	Drama facility upgrades		✓	✓	

IV. Gym Floor work at EHS / EJHS

- Mr. Johnson updated the group on the plan for refinishing the floors this summer 2026.
- He also stated the EJHS gym floor will need to be scheduled for the summer of 2027 to be sanded and refinished at a cost of \$25,000.00 (estimate).
- Athletic Director Vince Rohr will handle this planning and process of coordinating with the Vendors.

IV. Southside Portable Classrooms Discussion

- Desha Wear stated we need to discuss this at a board meeting and consider purchasing this unit as the positivity of the structure and system has been good.
- Mr. Johnson will add it to the 4.13.26 board agenda for discussion.

V. In-house labor projects: (Todd Thoele shared the updates)

- **West Side Fence update** - completed last Fall 2025 - concrete barriers will be removed as soon as Kabbes Construction can do so for us. ?
- **Pond fence project at Central Grade School update** - completed Fall 2025.
- **Warehouse gate** - completed Winter 2026.

- **Southside Fence** - Fencing is being ordered and will begin being installed this Spring 2026 / Summer 2026. (paid for by School Maintenance Grant 2026 and O&M budget).
- **Auditorium Chairs** - Chairs will be picked up later this Spring 2026 - installation will begin Summer 2026 in hopes to have it completed by the end of August 2026.

VI. Next steps for board of education on facility plan (discussion)

- Consider solutions to the needs in the district such as parking lot at EHS

VII. EJHS HVAC issues

- Still have issues with the system that was installed between 2019 - 2021.
- Mr. Johnson will continue to work with the Legal Team on the Lawsuit and or counter offer with Merz, Poettker, and FGM.
- The system has not worked properly from the beginning of the project and the district unfortunately has sought legal support to seek a solution.

4. Transportation

A. Transportation updates: (Bryan West provided information)

I. Staffing

- Options moving forward with staffing were discussed and will continue to be discussed in the near future.
- Two retirements. Total of 4 openings w/o route adjustments

II. Bus / district vehicle rotation

- In order to keep up with the 5 yr plan we will need to trade 7 buses per year. If we need to, I think we can slow to a 6/7 alternating years
- Mr. Johnson asked Bryan to put together a proposal with 2 - 3 options on bus rotations moving forward with the idea of helping the district to save money in this area if possible.

III. Routing software usage, etc-

- We have two tablets running. I hope to increase steadily until the end of the year until we reach the 8 we have now. I would like to try cards and scanners at some point.
- There is potentially a need for 24 more tablets so all buses will have these devices to promote safety and efficiency for our students daily.
- Board members present were very supportive of this moving forward.

5. Other

A. Financial status of O & M and Transportation Budget

- Both funds are doing ok at this time.
- The projected information of revenue for mandated categoricals such as Transportation is a concern going into the 2026 - 2027 school year with potential forecast of proration reimbursement being around 7 - 10% in some areas.

6. **Recommendations from committee for board action at upcoming board meetings**
- Consider Bus Purchasing Rotation.
 - Consider purchasing the mobile classrooms facility at Southside.
 - Consider solutions to the needs in the district such as parking lot at EHS.
7. **Adjourn 6:27 pm**

Date of Minutes: **Wednesday, March 25, 2026**

Date of Approval: _____

President

Secretary