



**To:** Dr. Mike Riggle  
Board of Education

**From:** Dr. R.J. Gravel  
Dr. Kim Ptak  
Mr. Joel Reyes

**Date:** Monday, February 25, 2019

**Re:** Recommended Safety and Security Task Force Capital Projects for Summer 2019

### **Recommendation**

It is recommended that the Board of Education authorize the District administration to work with ARCON Associates, the District architect, to develop bid specifications for the four Safety and Security Task Force Recommendations to be completed during the 2019 summer months.

### **Background**

Since February 2018, members of the school and district leadership teams have worked together to discuss and address topics related to creating a safe and secure campus environment. To facilitate these efforts, a task force was created that included:

#### **District Administration**

- Superintendent
- Assistant Superintendent for Business Services
- Assistant Superintendent for Educational Services
- Assistant Superintendent for Human Resources
- Director of Operations
- Director of Communications and Public Relations
- Safety and Security Manager

#### **School Administration**

- GBN/GBS/GBE Principals
- GBN/GBS Associate Principals for Administrative Services
- GBN/GBS Assistant Principals for the Dean's Office
- GBN/GBS Plant Operators/Assistants
- GBOC Instructional Supervisor

#### **Police and Fire Representatives from Both Villages (as needed)**

- Northbrook Fire DC Dave Crawford
- Northbrook Police Investigations Cmdr Mark Graf
- Glenview Fire DC Paul Klicker/Lt. Derek Selzer
- Glenview Police Investigations Cmdr Jason Saikin

#### **Others (as needed)**

- District Architects and Construction Management
- Technical Experts and Consultants

The focus of the taskforce was to “carefully study improvements that can be made to district facilities and develop a three-year strategic plan for facility safety improvements to be approved by the Board of Education and incorporated into the existing decision-making process for district facilities” (Safety and Security Update, April 23, 2018). Recognizing that the Board of Education had already taken substantial steps to address steps in this area through the engagement in an external security audit (FEA), the recruitment of a Safety and Security Manager, and the provisioning of \$2,000,000 for future safety enhancements, the three year strategic plan was considered to have begun in February 2018.

In considering the development of a strategic plan, the task force arrived at unanimous consensus regarding three priorities for which they recommend that would provide great benefit for the safety of our campuses:

### **Priority 1**

**Initiate a rekeying of all physical locks, while transitioning to electronic door access locks for all exterior doors and classroom doors.** The transition to electronic door access locks will enable schools to leverage existing technologies to maintain awareness regarding the status of doors and other access points, and to lock-down the campus in the event of an emergency.

In preparation for outlining the scope of this project, the Associate Principals for Administrative Services and Plant Operators at both Glenbrook North and Glenbrook South have walked their facilities and identified doors in one of three categories:

- **Learning Spaces**  
These are the doors to our learning spaces. If a space had multiple access doors, only those doors which were routinely utilized for student access were counted.
- **General Offices**  
These are the doors to general office spaces (e.g. department office, main office, Nurse’s Office). Doors to private office spaces were not counted.
- **General Access Spaces**  
These are doors to general spaces for staff and students such as cafeterias, libraries, shared laboratories, and the student activity centers.
- **Exterior Doors**  
These are exterior entry doors utilized by staff and/or students. In cases where there are multiple banks of doors servicing a part of the facility, a single door within a set of banks was identified and counted.

Following the walk-through and an extensive review by the school and district leadership teams, a set of facility maps identifying each door and assigned category was prepared. After excluding existing electronic door locks, the total count of new locks to be installed would include:

- Glenbrook North - 320 Locks
- Glenbrook South - 350 Locks

It should be noted that the District Administration Building, Glenbrook Off Campus/Evening High School facility, and the Glenbrook Transition Services suite in downtown Northbrook have already been converted to electronic locks. While the counts for Glenbrook North and South above do not include all doors (e.g. storage closets, maintenance areas), they do represent the areas that would need to be need to be locked down in a crisis situation. Our goal would be to address all of these doors during the 2019 summer months, and to continue replacing and rekeying existing legacy locks and handles over the next several years.

Initial cost estimate for this work is \$1,000,000.



### **Priority 2**

**Replace damaged and poorly functioning doors throughout both school buildings. New doors will have bullet resistant glazing.** There are approximately 60 classroom doors throughout Glenbrook North and Glenbrook South where, unless replaced, an electronic lock will not properly secure the area. Either the door itself is warped and not closing properly, the current hardware does not support an electronic lock or the door itself does not allow for an electronic lock. It is recommended that these doors be replaced and the glazing of the door be impact resistant. New doors will also be ADA compliant and have lever handles as opposed to knobs. Additionally there are approximately 40 sets of "Total Doors" in areas such as cafeterias, athletic spaces and auditoriums where an electronic lock can not be supported. "Total Doors" are essentially a double door system that do not require a mullion and were common in the 90s. They have an internal locking mechanism that will not work with an electronic lock system. Additionally, these doors are a security concern as the internal locking mechanism is weak and the doors can be forced open and often do not automatically shut.



Initial cost estimate for this work is \$500,000.

**Priority 3**

**Install physical structures (e.g. bollards) around the perimeter of the school building, specifically at main entrances, to provide an additional safety barrier.** Barriers will be able to serve decorative and functional purposes (e.g. planters, seating areas for students), while also providing protection for vulnerable areas of our campus where students regularly gather. (Estimate - \$180,000)

Initial cost estimate for this work is \$180,000.



**Priority 4**

**Add building mounted lighting at main entrances and walkways where needed.**

A photometrics study was completed at all main entrances and walkways. Building mounted lighting is recommended to enhance the lighting in several areas throughout the campuses. (Estimate - \$60,000)

Initial cost estimate for this work is \$60,000.