

**GLENBROOK HIGH SCHOOLS
District Business Office**

TO: Dr. Mike Riggle

FROM: Kimberly Ptak

DATE: MARCH 10, 2014

RE: APPROVAL OF FY 14/15 GBS SMALL BUILDING PROJECT

Recommendation

It is recommended that the Board of Education approve a construction project to add two offices to the student services center. Offices will be added within the existing footprint. If approved, administration will bid the project and bring actual costs to the second board meeting in April.

Background

Due to GBS's growing enrollment, a new construction project has been brought to our attention that has been deemed necessary by the building administration. There is a need to grow the current student services area by two offices to accommodate the additional staff needed to support the enrollment at GBS. This project will need to be bid and actual costs will be brought to the April 28, 2014 board meeting. See below for Gary Freund's explanation and cost estimate for this work. A sketch is attached.

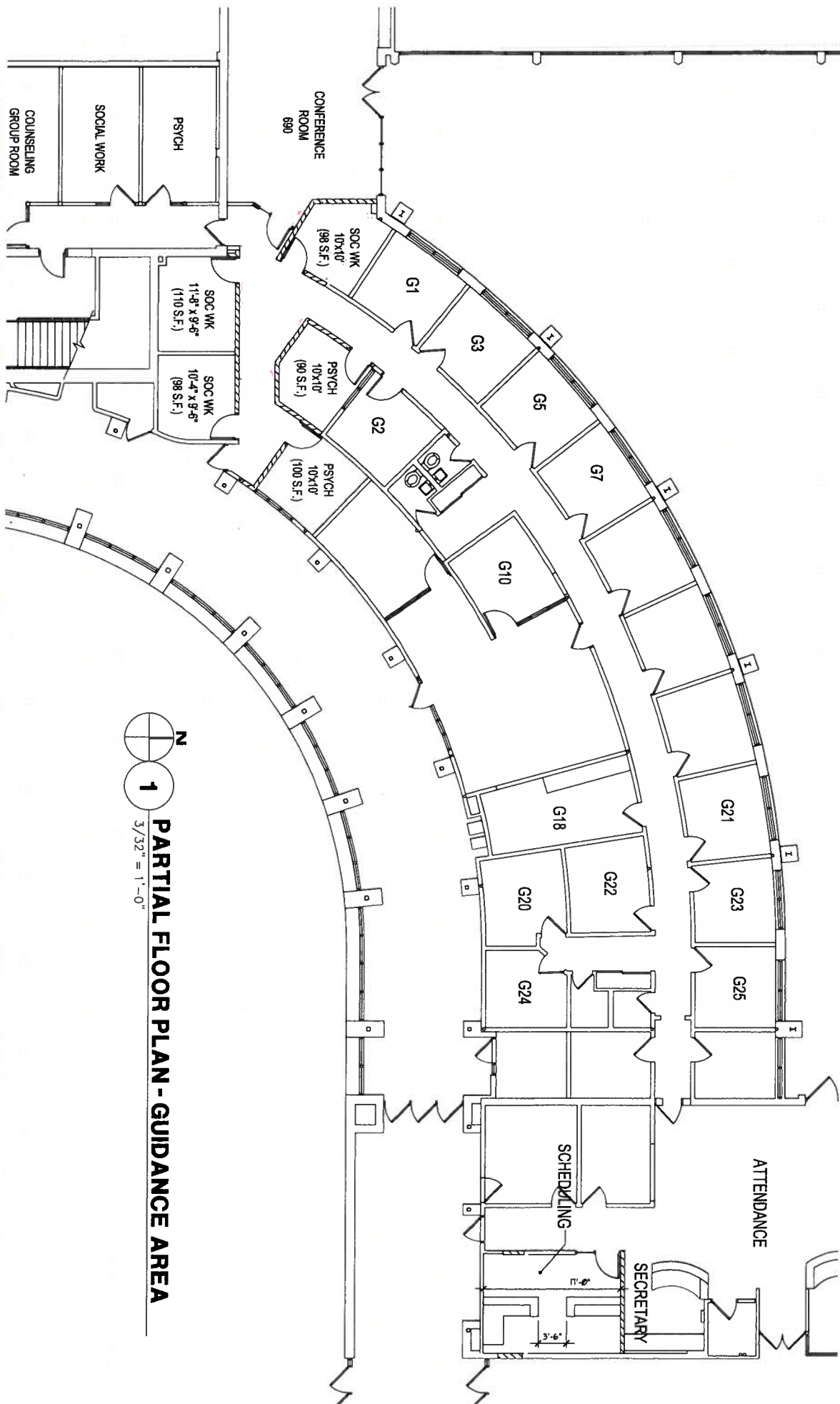
Student Services Office Construction

\$85,000

Due to the increase in student population, the Student Services staff will increase by one guidance counselor to satisfy the district's 250:1 guidance counselor to student ratio. Dr. Cummings believes additional clinical support is also needed to accommodate the increase in general education population, increase in special education population by 35 students and to remain within the time restrictions dictated by the agreed upon MOU with the GEA. Therefore, two additional offices would be needed next year due to enrollment increases. One of these new offices displaces the guidance secretary whom would be relocated to a new office in the front end of Student Services. In addition, another office would be expanded from 50 square feet to 98 square feet. See attached sketch.



Northfield Township High School District 225
Guidance Office Remodeling at Glenbrook South High School
Project No. 14046
February 21, 2014





Northfield Township High School District 225
Guidance Office Remodeling at Glenbrook South High School
Project No. 14046
March 5, 2014

