



Guidelines for Recommended Type Work using Fire Prevention and Safety Funds

- **Energy Conservation**

To use Fire Prevention and Safety funds for energy conservation purposes, *all* prior Health\Life Safety violations must have been completed or have funds appropriated for remediation work in the *entire district* (not just the building relating to the amendment). A Recommended Work Statement (See example on page 4), signed by the district and architect/engineer, must be provided to ISBE in order for the items to be approved. A 20 year energy payback calculation must be provided as well. See 23 IAC 180.540, d) for guidelines on the calculation requirements.

105 ILCS 5/17-2.11 (b)

(b) Whenever any such district determines that it is necessary for energy conservation purposes that any school building or permanent, fixed equipment should be altered or reconstructed and that such alterations or reconstruction will be made with funds not necessary for the completion of approved and recommended projects contained in any safety survey report or amendments thereto authorized by Section 2-3.12 of this Act; the district may levy a tax or issue bonds as provided in subsection (a) of this Section.

Checklist for Energy Conservation Work

- Recommended Work Statement
- 20 year payback calculations

- **Security**

To use Fire Prevention and Safety funds for security related work (including, but not limited to, intercom, early detection and warning, access control, CCTV monitoring, and phone systems), *all* prior Health\Life Safety violations must have been completed or have funds appropriated for remediation work in the *entire district* (not just the building relating to the amendment). A Recommended Work Statement (See example on page 4), signed by the district and architect/engineer, must be provided to ISBE in order for the items to be approved.

105 ILCS 5/17-2.11 (d)

(d) Whenever any such district determines that it is necessary for school security purposes and the related protection and safety of pupils and school personnel that any school building or property should be altered or reconstructed or that security systems and equipment (including but not limited to intercom, early detection and warning, access control and television monitoring systems) should be purchased and installed, and that such alterations, reconstruction or purchase and installation of equipment will be made with funds not necessary for the completion of approved and recommended projects contained in any safety survey report or amendment thereto authorized by Section 2-3.12 of this Act and will deter and prevent unauthorized entry or activities upon school property by unknown or dangerous persons, assure early detection and advance warning of any such actual or attempted unauthorized entry or activities and help assure the continued safety of pupils and school staff if any such unauthorized entry or activity is attempted or occurs; the district may levy a tax or issue bonds as provided in subsection (a) of this Section.

Checklist for Security Work

- Recommended Work Statement
- Floor Plan if work is related to rearrangement of entry or office area (moving/adding doors and/or walls, etc.)

- **Playground and Paving**

To use Fire Prevention and Safety funds for playground (surface, not equipment) and paving (sidewalks, parking lots, bus lanes, and athletic tracks), *all* prior Health\Life Safety violations must have been completed or have funds appropriated for remediation work in the *entire district* (not just the building relating to the amendment). A Recommended Work Statement (See example on page 4), signed by the district and architect/engineer, must be provided to ISBE in order for the items to be approved. The area to be repaired cannot exceed the existing area of paving. No new playgrounds, athletic tracks or parking lots can be installed with fire prevention and safety funds.

This type of work also requires a public hearing, with at least one notice published in a local newspaper at least 7 days prior to the hearing, that follows the same guidelines as a board meeting or budget hearing.

105 ILCS 5/17-2.11 (e)

(e) If a school district does not need funds for other fire prevention and safety projects, including the completion of approved and recommended projects contained in any safety survey report or amendments thereto authorized by Section 2-3.12 of this Act, and it is determined after a public hearing (which is preceded by at least one published notice (i) occurring at least 7 days prior to the hearing in a newspaper of general circulation within the school district and (ii) setting forth the time, date, place, and general subject matter of the hearing) that there is a substantial, immediate, and otherwise unavoidable threat to the health, safety, or welfare of pupils due to disrepair of school sidewalks, playgrounds, parking lots, or school bus turnarounds and repairs must be made; then the district may levy a tax or issue bonds as provided in subsection (a) of this Section.

Checklist for Playground and Paving Work

- ___ Recommended Work Statement
- ___ Copy of board resolution
- ___ Copy of Notice of Public Hearing
- ___ Site plan showing area to be repaired
- ___ Photos of existing conditions

- **Accessibility**

To use Fire Prevention and Safety funds for accessibility related work, *all* prior Health\Life Safety violations must have been completed or have funds appropriated for remediation work in the *entire district* (not just the building relating to the amendment). A Recommended Work Statement (See example on page 4), signed by the district and architect/engineer, must be provided to ISBE in order for the items to be approved.

105 ILCS 5/17-2.11 (c)

c) Whenever any such district determines that it is necessary for disabled accessibility purposes and to comply with the school building code that any school building or equipment should be altered or reconstructed and that such alterations or reconstruction will be made with funds not necessary for the completion of approved and recommended projects contained in any safety survey report or amendments thereto authorized under Section 2-3.12 of this Act, the district may levy a tax or issue bonds as provided in subsection (a) of this Section.

Checklist for Accessibility Work

- ___ Recommended Work Statement

Example Board Resolutions for Playground and Paving Work

Playground or Paving only work:

"It has been determined that there is a substantial, immediate, and unavoidable threat to the health, safety, and/or welfare of pupils due to disrepair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; that all buildings are in compliance and that repairs must be made to said school sidewalks, parking lots or school bus turnarounds."

When in conjunction with required Health/Life Safety work items:

"It has been determined that there is a substantial, immediate, and unavoidable threat to the health, safety, and/or welfare of pupils due to disrepair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; that currently there is health/life safety work, amendment #_____, in progress; and that the proposed paving work must be completed in conjunction with the work now in progress. However, all previous health/life safety projects have been completed and are in compliance."

Example Notice of Public Hearing for Paving Work

LEGAL NOTICE NOTICE OF PUBLIC HEARING

REGARDING REPAIR OF SCHOOL GROUNDS IN "NAME OF DISTRICT - NUMBER OF DISTRICT", CITY, ILLINOIS.

Notice is hereby given by the Board of Education of School District No. _____, _____ County, Illinois, that a Public Hearing will take place on "Day, Date, Time & Location, City", Illinois, "Zip"

The purpose of this Hearing is for the Board of Education to determine the need to undertake repairs to the pavement of playgrounds, school bus turnarounds, student drop-off areas, sidewalks and parking areas at: "List

Schools & Addresses", and to receive any public comment regarding such repairs.

"Name", Board President

"Name", Board Secretary

"District Name & Number"

Board of Education

"City", Illinois "Zip Code"

Example Recommended Work Statement

(ARCHITECT / ENGINEER OR DISTRICT LETTERHEAD)

(Current Date)

Illinois State Board of Education
School Business Services Division N-330
100 North 1st Street
Springfield, Illinois 62777-0001

RE: Health/Life Safety Recommended Work Statement

(Insert District Name) has remediated, or has adequate fire prevention and safety funds to remediate, all prior health/life safety violations throughout the district. Therefore, *(Insert District Name)* seeks approval for *(Energy conservation, Accessibility, Security, or Paving)* work at *(Insert school name)* in amendment #____.

Jane Doe, District Superintendent

Date

John Smith, Architect, Design Firm

Date