



January 28, 2008

Ted Haug
Legat Architects
24 N. Chapel
Waukegan, IL 60085

Re: Gavin Central School Truss Inspection

Dear Mr. Haug,

The purpose of this letter is to outline the steps that need to take place as a result of the roof inspection that took place earlier this month. Please note some of these steps look familiar as they reflect our phone conversations as we worked through January 2008's inspection process while others are the result of the Board of Education's discussion on January 22, 2008.

1. At either the already scheduled February 2008 Board meetings of February 12 or February 26, all parties involved in the inspection will present a final report to the Board of Education. This will allow the Board to ask any questions they may have and give those who were involved in the inspection process an opportunity to clarify information. (For future inspections, the process should always conclude with a formal presentation to the Board followed by a question and answer period.)
2. Future inspections should be scheduled at a mutually agreed upon time three months in advance of the inspection date.
3. For future inspections, all parties involved in the inspection process per the settlement agreement shall conduct the inspection on the same day. In addition, the school district's architect will also be present during the inspection.
4. For future inspections, the school district shall receive a written report reflecting the findings of the inspection and repair recommendations (if any) four business days after the inspection date. That report will then be shared with the Board of Education, Administration, and Staff.
5. For future inspections, the school district will then determine the date for the repair (if needed). At this time, the school district can also seek additional information and ask clarifying questions.

In addition to these steps, after reviewing the January 20, 2008 two page report the school district requests the following:

- A. All trusses not inspected during the January 2008 inspection should be inspected immediately.
- B. As a result of doing repair work during the January 2008 inspection process, annual inspections should continue during for the next five calendar years ending in January 2013. At that time, a new schedule can be determined for inspection process.

Please respond in writing to the contents of this letter. Also, contact me should you have any further questions concerning these matters. Thank you.

Sincerely,

John Ahlemeyer, Ed.D.
Gavin School District 37 Superintendent

Cc: Gavin School District 37 School Board Members
Rob Swain, Attorney at Law-Hodges, Loizzi, Eisenhammer, Rodick, & Kohn