

HAMDEN BOARD OF EDUCATION
60 PUTNAM AVENUE
HAMDEN, CT 06517

MINUTES

OPERATIONS COMMITTEES MEETING Monday, November 6, 2017

Vic Mitchell, Chairman, called the Operations Committee meeting to order at 6:02 P.M.

Operations Members: Vic Mitchell (Chairman), Chris Daur, Arturo Perez-Cabello

Staff: Jody Goeler, Mark Albanese, Mike Belden

INFORMATION ITEMS:

FY 2016-17 Capital Projects update

Mark Albanese, Director of Facilities, updated the Committee on the status of the 2016-17 Capital projects. He shared a letter that he had received from the Town Purchasing Agent, detailing the new "on call" architectural and engineering consultant hiring procedure. Mr. Daur questioned this process and the impact it would have on the procurement process. He asked that Superintendent Goeler set up a meeting with Town administration, to discuss the new procedure and the negative impact it is having on our capital projects. Mr. Daur indicated that he would like to attend this meeting, if he's available. The status of the Alice Peck project was also discussed. Mr. Goeler indicated that Director of PPS, Kim Pearce, was working on the programmatic portion of the Alice Peck renovation and should be completed by December 23, 2017.

Hamden High School electronic sign status

Director of Facilities, Mark Albanese, reported that the high school sign committee was still waiting for feedback from the vendor. The vendor was working on a proposal for engineering services to provide a rendering and firm pricing for the new sign. Mr. Albanese was directed to work with the sign committee to assist in moving this forward. Mr. Daur also asked if the sign vendor could look at the possibility of installing an electronic sign at Hamden Middle School, as we could probably bundle it with the high school sign. Mr. Albanese said he would meet with the sign people and report back at the December 5, 2017 Operations Committee meeting.

QVHD Inspection Report – Hamden High School

Mark Albanese, Director of Facilities, reviewed the 2017 Quinnipiack Valley Health District high school inspection report. Most of the issues cited involved HVAC system inconsistencies, ceiling tiles and staff

bringing in unapproved cleaning materials (Lysol wipes, hand lotions, etc.). Discussion centered on the Environmental Protection Agency's "Tools for Schools" program and its implementation in the Hamden School system. Mr. Goeler indicated that he had much success with the program in his prior districts and that it helped with similar problems. Mr. Albanese said he would contact the State Health Department to get information on re-activating the Tools for Schools program in the high school and middle school.

Review of NEASC Two-Year Progress Report

Mr. Albanese reviewed the Facilities portion of the progress report with the Operations Committee. The new single point maintenance work order system had been implemented and was being used by high school staff. The "B", "C" and "D" wing HVAC system controls upgrade was funded by the Legislative Council for the 2017-18 Fiscal Year. Mr. Albanese expected this project to be completed over the Summer2018 break. With respect to the addressing of maintenance work requests and building cleanliness, Mr. Albanese noted that Assistant Director of Facilities, Frank Caraglio, was meeting with the school principal, on a bi-weekly basis, to review all open work orders and to perform school cleanliness inspections. These seem to be working and address all of the facility related NEASC updates.

Demographic Study update

Mike Belden, Chief Operating Officer, briefed the Committee on the progress that Milone & MacBroom had made on updating the District's demographic study. This is a long and difficult process, as information, being confidential, takes time to obtain. The process is moving forward and Mr. Belden believes that he should have something to report at either the December or January Operations Committee meeting.

ACTION ITEMS:

- a) Move to recommend to the full Board, approval of a building usage request from Hamden Academy of Dance and Music to use the Hamden High School auditorium on Sunday, December 17, 2017 for a dance showcase.

Daur / Mitchell
Unanimous

- b) Move to recommend to the full Board, approval of a building usage request from Jehovah's Witnesses to use the Hamden Middle School auditorium on Saturday, March 31, 2018, for a Memorial celebration.

Mitchell / Daur
Unanimous

- c) Move to recommend to the full Board, approval of a building usage request from Simply Dance to use the Hamden High School auditorium on Friday, December 15 and Saturday, December 16, 2017 for a dance competition.

Mitchell / Daur
Unanimous

- d) Move to recommend to the full Board, approval of a building usage request from The Cheshire Performing Arts Academy to use the Hamden Middle School auditorium on Saturday, February 10, 2018 for a winter dance showcase.

Mitchell / Daur
Unanimous

- e) Move to recommend to the full Board, approval of a building usage request from The Cheshire Performing Arts Academy to use the Hamden Middle School auditorium from Wednesday, June 6, 2018 through Saturday, June 9, 2018 for a dance recital.

Mitchell / Daur
Unanimous

Move to adjourn at 7:43 PM.

Mitchell / Daur
Unanimous