

**SPAULDING HIGH SCHOOL
FACILITIES COMMITTEE MEETING**
Spaulding High School Library
June 13, 2018 - 4:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

David LaCroix - Chair
Jason Derner, Assistant Director Central Vermont Career Center
Jaime Evans, Facilities Director

COMMITTEE MEMBERS ABSENT:

Luke Aither, Assistant Principal
Joe Blakely
Ed Rousse

GUESTS PRESENT:

Brenda Waterhouse Paul Malone

1. Call to Order

The Chair, Mr. LaCroix, called the Wednesday, June 13, 2018, Facilities Committee meeting to order at 3:35 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Approval of Minutes – May 22, 2018 Facilities Committee Meeting

On a motion by Mr. Evans, seconded by Mr. Derner, the Committee unanimously voted to approve the Minutes of the May 22, 2018 Facilities Committee Meeting.

4. Campus Re-organization Updates

Preliminary research is being performed. There is nothing new to report at this time.

5. Safety Procedures

Mrs. Waterhouse advised that she and Mr. Evans have been performing walk-throughs in an attempt to identify the best way to secure the building. Effective 06/23/18, the building will be locked 24 hours a day, 7 days a week. The CRT (Crisis Response Team) is in agreement with locking the building 24/7. This new protocol will necessitate adding staff (6 total – 4 for SHS and 2 for CVCC). For evening use of the building, Mrs. Waterhouse, Mr. Evans, and Mr. Aither met to discuss possible changes to the existing policy relating to community and school use of the facilities. If the building is used during the evening or weekends, specific areas of the building will need to be secured to assure that those using the facility only have access to a specified space and do not have access to students. Zones that have been identified include; the athletic area, CVCC, the front office hallway area, the auditorium and library zones. New glass doors will need to be installed in the hallway as well as near the Art room. Doors may be necessary near the Nurse's Office, and by CVCC. Mrs. Waterhouse, Mr. Evans and Mr. Aither will continue their assessment relating to zones and how best to secure the zones, as well as how access will be gained by those who want to use the building. Discussion was held regarding the possibility of moving Board Meetings (open meetings) off site, or to a classroom (possibly #108) on the first floor. There are many complicated factors to consider. It was noted that there is an existing BSU policy, and every building in the district has many events, school and non-school related. Scheduling of events needs to remain "as is" for now, to be in compliance with the existing policy. Mr. Evans reiterated that the State Safety grant cannot be used for personnel. A copy of the recent safety assessment will be forwarded to Mr. Malone. A report will be given to the BSU by 06/20/18. The grant application must be submitted by 07/01/18. It was noted that Safety Grant monies will be awarded utilizing a ranking system, with priority given to items in the '20' range. The items identified for SHS rank as '5's'. Though this indicates that SHS security is in good shape, it may also prevent SHS from receiving grant monies to improve security.

6. Update on Summer Projects and Granite Sign

Installation of unit vent heaters on the second floor will complete the project of replacements of all heaters on that floor. A few units will also be installed on the first floor, which will leave only a few remaining to be replaced in the future. Four classroom floors will be replaced. The storage (shipping) containers have arrived and are in place. The old storage building will be removed in preparation for installation of an exterior door for the Phoenix Program. The Safety Grant application is being worked on. Mr. Evans has met with the Fire Marshall. Mr. Evans also met with architect David Lauren regarding the fire doors. Three contractors were invited to bid and attend a walk-through. Only one contractor attended the walk-through. The bid due date may be moved up by one week, which will

increase the chance of having the doors installed this summer. If less than three bids are received, a waiver will have to be obtained from the State. CVCC renovations to be performed over the summer include renovations to a bathroom to make it ADA compliant. Additional routine maintenance, such as painting, and floor cleaning will also be performed.

Mr. LaCroix circulated a drawing that included the color 'mock-up' for the granite sign. Mr. LaCroix provided an overview of the options and advised that he would speak further with the draftsman regarding coloring and shading of letters. Preliminary prep work for the sign can be completed over the summer. The sign, even if not in operational order, cannot be installed until after the permit is obtained. The permit application will be submitted as soon as the City passes the ordinance.

7. Other Business

Library Renovations should be discussed in the near future.

Renovations to the Auditorium should also be kept in mind. Renovation discussions should include; seating, acoustics, updates to wiring, and drapery (stage curtains).

8. Future Agenda Items

Security Updates / Pedestrian Bridge

Summer Projects Update

Campus Reorganization Update

9. Next Meeting Date

The next meeting will be held on Wednesday, September 12, 2018 at 3:30 p.m. in the Spaulding High School Library.

10. Adjournment

On a motion by Mr. Derner, seconded by Mr. Evans, the Committee unanimously voted to adjourn at 4:38 p.m.

Respectfully submitted,
Andrea Poulin