

BARRE SUPERVISORY UNION DISTRICT #61

Barre City Elementary & Middle School / Barre Town Middle & Elementary School / Spaulding High School / Central Vermont Career Center

Lisa Perreault
Business Manager

Jacquelyn Ramsay-Tolman M.Ed., CAGS
Director of Curriculum, Instruction, and
Assessment

Carol Marold
Human Resource Coordinator

Emmanuel Ajanma
Director of Technology

John Pandolfo
Superintendent of Schools

120 Ayers Street
Barre, VT 05641
Phone: 802-476-5011
Fax: 802-476-4944 / 802-477-1132
www.bsuvt.org

*Doing whatever it takes to ensure
success for every child.*

Donald E. McMahon, M.Ed.
Director of Special Services

Sandra Cameron, M.Ed., MOT
Director of Early Education/Act 166
Coordinator

Lauren May
Interim Early Education Coordinator

Jamie Evans
Director of Facilities

MEMORANDUM

TO: SHS/CVCC Facility Committee
David Lacroix

DATE: May 16, 2018

RE: SHS/CVCC Facility Committee Meeting
Tuesday, May 22, 2018 at 2:30 p.m.
Room 110

AGENDA

1. Call to order
2. Additions or Deletions to Agenda
3. Review/Approval of April 11, 2018 meeting minutes
4. Update on Granite Sign
5. Re-organization of Campus
6. Update on Fire Doors
7. Summer Projects
8. Other Business
9. Next Meeting Date
10. Adjournment

Cc: John Pandolfo, John Santorello, Jamie Evans, Luke Aither, Ed Rousse, Andre Dessureau, Jason Derner, Bob Lord
Rlord@efwall.com, Jeff Norway Jeff@norway-sons.com, Gary Clark gclark@batesmurrayinc.com, Penny Chamberlin,
Brenda Waterhouse, Patricia Meriam, Paul Malone, Joe Blakely, Tim Boltin

BOARD MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

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SPAULDING HIGH SCHOOL
FACILITIES COMMITTEE MEETING
Spaulding High School Library
April 11, 2018 - 3:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

David LaCroix - Chair
Joe Blakely, arrived at 4:04 p.m.
Jason Derner, Assistant Director Central Vermont Career Center
Jaime Evans, Facilities Director

COMMITTEE MEMBERS ABSENT:

Luke Aither, Assistant Principal
Ed Rousse

GUESTS PRESENT:

Paul Malone

1. Call to Order

The Chair, Mr. LaCroix, called the Wednesday, April 11, 2018, Facilities Committee meeting to order at 3:34 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Add 7.1 Outside Storage for CVCC
Add 7.2 Library Renovations Update
Add 7.3 School Sign Update

3. Approval of Minutes – December 5, 2017 Facilities Committee Meeting

On a motion by Mr. Evans, seconded by Mr. Derner, the Committee unanimously voted to approve the Minutes of the December 5, 2017 Facilities Committee meeting.

4. Reports from David Lauren on Building Fire Safety Doors

Three documents were distributed; a letter from David Laurin, AIA (dated 03/07/18), a letter from Jaime Evans (dated 04/05/18), and a letter from Robert Sponable, Barre Regional Manager of the Vermont Division of Fire Safety (dated 12/14/17). Mr. Evans advised regarding the letter from Robert Sponable, confirming that the 1996 Variance is being upheld, conditional on SHS hiring an architect to perform a site visit, review the building plans, and prepare a report regarding his findings of compliance with 1996 Code, and any necessary work to be performed. Mr. Evans advised that 6 stairway fire door assemblies (one hour rated - doors and frames) and 1 hallway fire door assembly (one hour rated – doors and frame) will need to be installed (for a hallway that is in excess of 20 feet long). The cost of door installation is approximately \$10,000 per door assembly. Architect David Laurin is in agreement that these changes will keep the building in compliance with the 1996 Variance and that the entire building does not need to be sprinkled. Mr. Pandolfo and Mr. Evans met with Robert Sponable (Regional Manager -DFS) and Maurice VanDemark (Assistant State Fire Marshall - DFS), and all are in agreement with the assessment performed by David Laurin. Mr. Evans advised that he is waiting for a letter from Robert Sponable confirming that the State finds the proposed modifications acceptable. Mr. Evans would like to wait for receipt of the letter before sending out the RFP. Mr. Evans will confer with Mr. Pandolfo regarding whether or not the RFP should be held pending receipt of the letter. If all approvals are received, Mr. Evans plans to have the required fire door assemblies installed in the summer of 2018. It was noted that at least 3 vendors will be contacted. It may be necessary to publicize the RFP.

5. Upgrade on Card Swipe System and Camera System

Mr. Evans advised that during April break, Integrity Systems will be installing new operating hardware and software. This summer, staff cards will be replaced with more secure cards (higher levels of security on the cards). Use of the upgraded staff cards may require replacing 2 of the card readers that are located in CVCC. Cards will be purchased, and then programmed in-house.

6. School Security Report

Mr. Evans advised that during April break, the DVR will be replaced (by Control Technologies). The existing DVR failed. The existing DVR has been causing issues as it does not handle both analog and digital. Mr. Derner is hoping that the new DVR has more memory and can capture more time (activity). The DVR is now on its own network so as not to have to compete with the school's bandwidth. Two 'downed' cameras will also be replaced over the break. Mr. Malone queried regarding the possibility of utilizing a district wide security system, and having camera feeds available at the BSU Central Office. Mr. Malone feels it would be beneficial

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to have a system that allows all buildings to be monitored from one location. There is State/Federal money available, but the funds have specified things that they must be used for. The funds are dedicated to "hardening" schools. It was noted that all schools have cameras, card swipes, are upgrading camera systems, and escort visitors throughout their buildings.

BTMES representatives have been discussing a centralized lock-down system. Mr. Derner provided an overview of some of the challenges at BTMES. The 'open classroom' structure at BTMES presents security challenges. Discussions have included door film (a preventative measure), and possible installation of 'Lock-down Door Barricade Devices'. An informational flyer of one such device was circulated. Mr. Malone mentioned that safety issues were discussed at the Legislative Breakfast. There may be some conflict between fire code and security measures. Mr. Malone would like Mr. Evans to identify any safety items and their associated costs.

7. Other Business

7.1 Outside Storage for CVCC

The relocation of the Phoenix Program to the SHS building will require construction of a new entrance. This entrance requires moving the storage building used for CVCC storage. Finding a place to relocate the building to, and the costs associated with such a move seem to be prohibitive. Relocation to have the building in line with other storage buildings requires construction of a retaining wall and there are complications associated with underground power lines. Mr. Derner advised that technical centers are required to have a specified amount of storage space per student. Loss of the existing storage building would cause problems, including accreditation issues. Brief discussion was held regarding purchasing/leasing/renting of a shipping container. A shipping container could possibly be placed on the side of the building where buses are currently parked. Mr. Evans will research the cost of shipping containers.

7.2 Library Renovations Update

Discussion of library upgrades has been minimal recently, as Mr. Evans must focus on summer projects. Librarian Christine Smith has some ideas that she is considering. It is anticipated that library upgrades will be performed in the summer of 2019.

7.3 School Sign Update

The Sign Ordinance has been finalized. Mr. Evans and Mrs. Waterhouse are in the process of crafting a letter to Janet Shatney of the Barre City Planning Commission. Mr. Evans and Mrs. Waterhouse will be meeting with the Planning Commission on April 25, 2018.

8. Next Meeting Date

The next meeting will be held on Wednesday, May 23, 2018 at 3:30 p.m., in the Spaulding High School Library.

9. Adjournment

On a motion by Mr. Derner, seconded by Mr. Evans, the Committee unanimously voted to adjourn at 5:17 p.m.

Respectfully submitted,
Andrea Poulin