

**SPAULDING HIGH SCHOOL
FACILITIES COMMITTEE MEETING**
Spaulding High School Library
April 11, 2017 - 4:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

David LaCroix - Chair
Luke Aither, Assistant Principal
Joe Blakely – departed at 5:03 p.m.
Jason Derner, Assistant Director Central Vermont Career Center
Andre Dessureau
Jaime Evans, Facilities Director
Paul Malone
Lisa Perrault, Business Manager

COMMITTEE MEMBERS ABSENT:

Gary Clark
Bob Lord
Jeff Norway
John Pandolfo, Superintendent
Ed Rousse

GUESTS PRESENT:

Paul Malone

1. Call to Order

The Chair, Mr. LaCroix, called the Tuesday, April 11, 2017, Facilities Committee meeting to order at 4:10 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

Camera discussion will be held under Agenda Item #5 (Discussion)
Evacuation Protocol will be discussed under # 6 (Other Business)

3. Approval of Minutes – January 31, 2017 Facilities Committee Meeting

The Minutes were not available for presentation and approval.

4. Projects: Recap Done and Completed Projects in 2017

Ten new security cameras have been installed. Most new cameras are 180° cameras. It is recommended that 37 cameras be replaced. The installation of cameras has allowed administrators to identify many different issues, has increased student safety, and has caused a large reduction in vandalism issues. Mr. Aither advised that administrators are, for the most part, satisfied with the existing cameras, though some of the older ones need to be replaced. The proposed budget (with cuts to the security line item) allows for installation of 2 new cameras, and some maintenance to existing cameras. Installation of 5 new cameras would be ideal. It was noted that the security line item encompasses other security related items, including radios, batteries, and repeaters.

Work performed January through April was mainly routine maintenance, including installation of 2 filtered water stations and installation of LED lights (outside). Last summer's maintenance included installation of new ventilators in the science and math halls, renovations to one science room, and phase one of the CVCC construction project. Additional new ventilators will be installed this coming June (3 in the cafeteria and 1 in the art room). There are still 45 to 50 ventilators that need to be replaced. The air exchanger in CVCC will be removed. Additional work that needs to be performed includes replacement of old doors, removal of asbestos floor tiles, and removal of old chalk boards. The glue used to adhere chalk boards to walls contains asbestos, and the associated cost for removal is \$2,000 to \$3,000 for each chalk board.

The State would like all schools to begin using an SRP (Standard Response Protocol). This includes using a standard set of verbiage in all schools (throughout the State) such that students are familiar with all emergency warnings regardless of what school they are in. Currently schools, even within the district, use different terms for different emergency situations (e.g. a lock down). Using standard emergency phrases will increase student safety by assuring that all students (throughout the district and the state) are familiar with emergency warnings and know how to respond appropriately. Mr. Evans has received some resistance from one of the districts regarding this change in protocol. Costs associated with the standardization of language should be limited to creation of visuals,

reminders, and preparation materials for evacuations (the State does have some printed materials). The roll out of new standardized language should occur for the 2017/2018 year. Staff training could occur at the SU-wide in-service day.

5. Discussion

FY'18 Summer Projects

Two projects are slated for April; replacement of interior doors at the front entrance to the building, and relocation of an existing exterior camera. Four large projects are planned for the summer; 1) Total rehab of science room #113, 2) New carpeting and tile in the main front offices and open areas, 3) Purchase and installation of ventilators in upstairs hallways, and 4) Completion of Phase 2 of the CVCC renovations, including an ADA compliant entrance. Additional items to be worked on include painting the gym hallways and the addition of lighting to the trophy cases.

Mr. Derner advised regarding items Ms. Chamberlin would like addressed over the summer, including; painting in offices, painting in the building trades shop, removal of ventilators, and rebalancing of air conditioner zones. Mr. Evans advised that due to the layout/construction of the building, rezoning/balancing of the air conditioning may not be possible. Mr. Evans will investigate further.

Library Renovation

Mr. Blakely advised that Librarian Christine Smith has identified a number of improvements/upgrades that she would like to see made to the library. The list includes upgrades to the smaller (unventilated) storage rooms, opening up of bookcase areas (to allow for better visibility), addition of a 'maker' space, replacing carpet with tile, elimination of old technology, equitable access to computers, highlighting of new books and origami work, relocation of the circulation desk, and replacing part of the solid wall (that runs parallel with the hallway), with a glass wall. A brief review of the list of requested changes indicates that these changes represent a significant expense. The requested changes will need to be thoroughly reviewed, estimated, and discussed to determine if they can be added to a future budget. The library has seen a significant increase in use. Administration and the Committee support library usage, but need to also consider other areas, including the auditorium (acoustics/seating), and athletic fields (realignment of baseball fields), which also require maintenance/upgrades. Upgrades will need to be prioritized. It may be beneficial to schedule another meeting with Ms. Smith, Mrs. Waterhouse, Mr. Aither, Mr. Evans, and other interested parties.

6. Other Business

Mr. Aither will discuss evacuation protocols with the Crisis and Emergency Response Team and present information at a future meeting.

7. Next Meeting Date

The next meeting will be held on Wednesday, May 10, 2017 at 4:00 p.m., in the Spaulding High School Library.

Future Agenda Items:

Evacuation Protocol

8. Adjournment

On a motion by Mr. Aither, seconded by Mr. Derner, the Committee unanimously voted to adjourn at 5:19 p.m.

Respectfully submitted,
Andrea Poulin