



Roseburg Public Schools
Roseburg, Oregon

Building & Sites Committee

11:30 AM

December 18, 2019

X	Rev. Howard Johnson, Chair	X	Jared P. Cordon, Superintendent
Exc	Joe Garcia	X	Cheryl Northam, Chief Operations Officer
Exc	Rod Cotton	X	Robert Freeman, Human Resources Director
X	Steve Patterson, Alternate	X	Tracy Grauf, Physical Plant Manager

Summary of the Building & Sites Committee meeting held on Wednesday, December 18, 2019 at 11:34 a.m.

Committee members present - Chair Johnson and Director Patterson. Director Garcia and Director Cotton were excused. Administrators present - Superintendent Cordon, Cheryl Northam and Robert Freeman. Physical Plant Manager, Tracy Grauf and RHS Principal, Jill Weber were also present.

Call to Order: Director Johnson called the meeting to order at 11:34 a.m.

Cameras and Fencing – Tracy Grauf:

Tracy updated the committee on the security cameras that were intended to be installed at five of our elementary schools. Eastwood, Fullerton, Green, Sunnyslope and Winchester Elementary now have cameras online and functioning. Tracy plans to check in with Principals to see how the cameras are functioning and answer any questions they might have. There are plans to install cameras at the remaining three elementary schools in the 2020-21 school year and as budgets permit, eventually increase the number of cameras at each site. The units include a vandal-proof lens on them and have been placed under the eaves when possible. Data is stored up to 30 days, depending on the volume of data collected. Tracy looked into data storage options and found that it is quite expensive. If warranted, data can be downloaded to a computer or USB drive for extended retention.

It was recommended that the district check on whether there are any legal requirements to post warning signs that cameras are in use on our campuses. Tracy agreed to research it.

Tracy was hoping to begin this month to increase camera installations at the secondary schools. He met with the Rees representative last week to finalize priority locations that align with the budget that is available at each of those schools. Fremont was allocated \$15,000 for 2019-20 school year to increase their cameras. JoLane was allocated \$25,000 to balance the allotment between the middle schools and the number of cameras at each site. The middle schools are pretty well sourced with these additions. Tracy also met with Adam Blue on Monday at RHS to prioritize camera locations there. They currently have \$48,000 allocated, which is the remainder of \$150,000 intended for the 2019-20 school year. As soon as final quotes for these priorities are received, Tracy will give approval, sign contracts and get that work started.

Tracy brought the committee up to date about the fencing needs at the middle schools. He referred to

a map handout to detail the scope of the projects. With school security being a priority, extensive fencing would need to be added at Fremont to enforce campus entry through the front lobby. In addition to fencing, all four locations will need to have gates installed. Three of them will require panic hardware as well. The eastside of the campus, by the wood/clay shop; the southwest corner of the campus, between the building and the modular; the northside of the campus, extending existing fence from the church to meet the gymnasium and the largest gate near the gym. The project looks to be very expensive with panic hardware being a necessity, estimated cost around \$44,000. Tracy has also taken into consideration the JoLane fencing needs which were estimated at \$39,000. There would be staff parking issues to consider, a considerable amount of fencing to replace and access for garbage pickup to consider.

Tracy presented the idea to the committee for consideration, understanding that the costs would involve budgetary planning. Chair Johnson agreed that this would need to be discussed with the full Board.

Security Cameras at RHS – Cheryl Northam:

In the budget process, \$50,000 was set aside for vestibule security at RHS. Tracy Grauf has drafted plans for the project. Now that the district will be hiring a Security Consultant, it was suggested that the vestibule entrance be put on hold to allow the new consultant to survey the safest and most efficient options. The vestibule was also listed in the bond levy requests and could be funded through that process. Cheryl requested to shift the \$50,000 that was set aside for the vestibule to purchase additional cameras at RHS and move the vestibule project into the 2020-21 school year. Committee members were in favor of the request.

UACT rental of Rose Theater – Cheryl Northam:

Cheryl noted Board Policy regarding RHS campus facilities being made available for community use and rental and a fee sheet referencing rates for that usage that covers theater lights, hourly use, custodial time, etc. UACT would like to use the Rose Theater for their summer theatrical productions. They filled out the fee schedule request with an estimated 273 hours needed, to include rehearsals, building sets and performances. 273 hours at the minimum schedule fee of \$65/hour comes out to \$17,000. UACT's standard budget for facility use is typically \$6,000.

Roseburg High School Principal, Jill Weber shared that UACT has been a great partner with RHS. The drama department was several thousand dollars in deficit due to costume and prop rentals. Since partnering with UACT to borrow props and costumes, the drama department has been operating in a surplus which has allowed the purchase of wired microphones and a projector. RHS students have attended UACT productions and RHS staff have participated in their performances bringing community to the campus. UACT has enjoyed the smaller venue and central location that RHS has to offer.

Superintendent Cordon found it interesting that there has not been some form of tiered user fee schedule in policy to implement for partnership situations. Chair Johnson cautioned that our policies and procedures adhere to a non-discriminatory function.

The committee members were in favor of allowing the community to use our facilities and to update policy and procedures that would be equitable and more clearly defined. Cheryl agreed to introduce the topic at the evening Board Meeting, with the intention of following up with a draft to present at

the January Board Meeting.

Jill shared with the committee a plan to meet some more personal needs on campus in the form of feminine hygiene. Students can access these products through the counseling center, but staff would like to make them available through the clothing closet that is currently in the works, as well as make-up and other health care products and toiletries.

The committee agreed that this would be a great way to help encourage students and meet underlying needs, as unfulfilled needs distract students from educational progress.

ADJOURNMENT: The meeting was adjourned at 12:30 p.m. The next scheduled meeting for this committee is January 15, 2020.

Prepared by:
Patty Boggs, Administrative Assistant