

Olentangy Development Committee Meeting
December 4, 2013 @ 7:00 p.m.
Olentangy Administrative Offices

In attendance for the Development Committee were:

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| <input type="checkbox"/> Antronica, Anthony | <input type="checkbox"/> Oliver, Gene |
| <input checked="" type="checkbox"/> Au, Ralph | <input type="checkbox"/> Reiner, Charles |
| <input type="checkbox"/> Fenske, Chuck | <input type="checkbox"/> Schroeder, Mark |
| <input checked="" type="checkbox"/> Fuller, Robert | <input type="checkbox"/> Schuette, John |
| <input checked="" type="checkbox"/> Hart, Bob | <input type="checkbox"/> Sebach, Gary |
| <input type="checkbox"/> Jacobs, Marty | <input checked="" type="checkbox"/> Seils, Rich |
| <input checked="" type="checkbox"/> Jurawitz, Sharon | <input checked="" type="checkbox"/> Thomas, Ron |
| <input type="checkbox"/> Lewis, Tony | <input type="checkbox"/> Vasbinder, Mike |

Also in attendance were Eric Bull (prospective member), Jeff Gordon (OLSD), and Michelle Murphy (OLSD).

Ralph Au called the meeting to order and asked for a motion to approve the December agenda and approve the minutes from the November 6, 2013 meeting.

Ron Thomas moved and Bob Hart seconded the motion to approve the agenda. Motion carried.

Ron Thomas moved and Bob Hart seconded the motion to approve the minutes of the November 6, 2013 meeting. Motion carried.

General Business

Ralph Au shared with members that in the month of November he had met with Stacy Dunbar (BOE Representative) to discuss changes to the charter and mission statement for the Development Committee. He advised that in 2014 the name of the Development Committee will be changed to the Facilities Committee (to better reflect the change in the committee's focus from the construction of new buildings to that of maintaining the district's existing buildings). He also indicated that the Technology and Acquisition subcommittee would no longer be a subcommittee of the Development Committee. He discussed with members that the Board of Education is in the process of restructuring the charters for all OLSD committees and that some of the previously existing committees would be restructured as Superintendent or BOE guided committees. He shared that it was the current thought of the BOE to keep membership for OLSD committees to qualified candidates of 20 members or less per committee.

Mr. Au reviewed with Development Committee members, a copy of the new charter and goals proposed for the Development Committee. A handout of this document is available upon request from the Business Office. Members in attendance were in agreement with the revisions proposed

by the new Charter with the exception of the language related to voting. Members voiced concern that if voting were governed as noted in the charter, that seldom would there be enough members at a meeting to be able to vote on the topic at hand. Members requested that the terms of the charter relevant to voting procedures be changed to require a majority vote of half of the membership or of five members minimum in attendance at a meeting. Members agreed that it was important to have five members present for any topic to be eligible for a vote. It was also requested that any voting known in advance, be indicated on the upcoming agenda for the meeting. Members felt that this would alert them as to the importance of attendance at the upcoming meeting.

Moving forward with general business, members reviewed the resumes of eight applicants wishing to join the Development Committee in 2014. The skill sets of six of the applicants were thought to be potentially a good fit for the Committee (Angie Bryant, Andy Cailteux, Anne Doerbecker, Brian Lorenz, Alyssa Lowry, and Eric Bull). These six applicants have been invited to the January 2014 Development Committee meeting for an introduction to committee members. The resumes for these applicants will be forwarded to the Board of Education (after the January meeting) for review and final approval of the applicants.

The skill sets for two of the applicants were thought to be a better fit for other existing OLSD committees (Bobby Srivastava and Ryan Wilkins). Ryan Wilkins has already been contacted by the Communications Committee to obtain his interest in participation. OLSD's Treasurer is working with the BOE at this time and plans to contact Mr. Srivastava after the start of the New Year with the committee options available to him.

As a result of the number of quality applications received in the search for new Development Committee members, Michelle Murphy was asked to have the advertisement seeking new members removed from the OLSD website at this time. Currently, there are ten existing Development Committee members that will be submitted to the BOE for participation in 2014. If the six new applicants are approved later in 2014 by the Board of Education, the Development Committee will have 16 core members going forward (which is slightly below the 20 member maximum being considered by the BOE). It is anticipated that the new members will be approved by the BOE in February or March of 2014.

For 2014, current members discussed the roster and available membership positions for the Development Committee, the Facility Acquisition and Maintenance Subcommittee, and the Long Range Planning Subcommittee. Ralph Au volunteered (and members agreed) that Ralph Au was to remain the Chairman for the Development Committee in 2014. Bob Hart volunteered (and members agreed) that Bob Hart was to remain the Chairman for the Facility Acquisition and Maintenance Subcommittee in 2014. Rich Seils volunteered (and members agreed) that Rich Seils was to remain the Chairman for the Long Range Planning Subcommittee in 2014.

Enrollment Planning and Forecasting

Ralph Au updated members that he and Tracy Healy from FutureThink had presented the enrollment projection forecasting reports for 2013 to the Board of Education in November. He advised that no new buildings were recommended to the BOE. At this time one of the largest challenges foreseen would be creating enough space within existing OLSD facilities to accommodate the "enrollment bubble" that will be at OHS, SMS, and OOHS in the years to come.

Mr. Au advised that starting in January 2014 he would like to discuss with members the specific growth challenges OLSD sites would face and develop possible solutions to the challenges identified. Possible topics of discussion could include:

- The conversion of unused elementary school space to house specialty programs (AES)
- The possible shifting of grade levels on existing OLSD campuses. Ex. 6th graders moved back to an elementary school site and 9th grade located back to a middle school site.
- Apply “college course scheduling” at sites that have multiple OLSD buildings.
Ex: Students could switch buildings for classes at OHS, SMS, HES.
- Identify solutions (such as open lunch) to alleviate common area over-crowding.
- Research the merit or effectiveness of modular classrooms for select OLSD sites.
- Research the merit of a new “centralized building” to house specialty course offerings.
- Identify locations where students could be temporarily “displaced” to reduce the over-crowding at locations that have reached peak enrollment.
- Identify sites where additional classroom space may be needed.
- Identify fixtures (in restrooms, science rooms, common areas, and hallways/lockers) that may need to be changed to accommodate any changes in the student population at specific OLSD sites.

Members commented that the Academic area does not appear to be able to forecast usable enrollment numbers for their new course offerings at this time. As a result, members determined that they would like to provide the Board of Education with possible solutions to the enrollment growth in the near future that provide tangible or measurable resolutions for specific OLSD sites. For the January 2013 meeting, members requested to review a boundary map of the district, an enrollment map of the district, the enrollment number of 6th graders currently at Shanahan Middle School (SMS), the number of lockers at SMS, café capacity at SMS, and the amount of space at SMS. In the near future, members would also like to discuss how other school districts have handled enrollment spikes, as well as, schedule a tour of the SMS and OHS cafeterias during the lunch hours to assess the current congestion levels.

Permanent Improvement Planning

Jeff Gordon provided an update to members in attendance regarding permanent improvement projects underway for FY14. Jeff was happy to report that the theater lighting retrofit project at Liberty and Olentangy High Schools is to be started in January 2014 and is \$18,000 under the cost originally forecasted for the project. Once completed, the project should yield additional savings for the district in reduced utility costs at these areas. He also shared that a used bucket/utility truck for the district has been located and is being presented to the Board of Education for review in December. The truck is in good condition, has outriggers, and a fiberglass bed (that will not rust). The truck is nearly \$25,000 under the budget originally allocated for this purchase.

Mr. Gordon further discussed with members that he will be presenting his 20 Year Permanent Improvement Cost Projections to the Board of Education at the December BOE meeting. Jeff will

follow-up with Development Committee members in January with any initial response that BOE members may have shared with him.

Planning to install a new roof at Olentangy High School is still underway. Representatives from Tremco and Garland Roofing are finalizing state-term pricing for the district to review. Meetings with Tremco and Garland are scheduled for the 2nd and 3rd weeks in December to review their product and pricing information with representatives for the Development Committee (Bob Hart, Gary Sebach, and Eric Bull). An update on this project will be provided at the January 2014 meeting. Currently, the district is hoping to be able to use bond residual funds for the OHS roof and SMS chiller replacements.

Jeff also provided members with an update regarding the district's energy conservation initiative. Jeff advised the committee that energy conservation measures have already been implemented by the district and produced notable savings. He shared that conservation measures taken at Orange High School alone appear to have already produced a \$4,000-\$5,000 monthly savings in the utility costs. A decrease in utility costs is also evident at Liberty High School.

Kris Proper has been assigned to act as interim energy conservation specialist for the district. Jeff shared that he is pleased with the progress of the energy conservation program to date and that he is excited to see the early savings produced by the program already. Jeff indicated that he would ask Kris to attend a Development Committee meeting in February or March of 2014 to provide an update to members. He believes that at that time she will be able to update members on the energy audits performed, the savings from the recent House Bill project, the overall reduction in energy bills, and changes in OLSD's culture toward energy usage.

Non-Traditional Projects

Jeff Gordon shared with members that the artificial turf project at Olentangy High School was nearing completion. As of tonight's meeting, the infill was being installed for the turf. Despite cold weather (and shortage of daylight this time of year), Maumee has kept on schedule with the project and the field is turning out nicely. Jeff indicated that the district was fortunate that the base for the field was completed before cold weather set in and that warm weather was present when the turf seams were glued together. Jeff advised that he is meeting with Greg Galieti from MS Consultants to walk the completed field and create a punch-out list for the project next week.

Influencer's Update

Ralph Au indicated to members that he would advise them of any additional changes to the Development Committee charter that may arise from further Board of Education review.

Jeff Gordon advised members that due to residential development adjacent to Olentangy High School, three more utility easements have been requested from the district. The easements are to be reviewed by the Board of Education at the December meeting.

Ralph Au asked for a motion to adjourn the Development Committee meeting.

**Bob Hart moved and Rich Seils seconded the motion to adjourn the meeting at 8:29 p.m.
Motion Carried.**

The next meeting is scheduled for Wednesday, January 8, 2013. The meeting will be held in Conference Room G at the district's Administration Offices.

Respectfully submitted,
Jeff Gordon