

Bourne School Committee
Budget and Facilities Subcommittee Minutes

Date: December 7, 2022

Time: 4:30 pm

Place: Bourne High School Media Center

Attendees:

School Committee Members Present: Erin Perry, Paul McMaster, Kari MacRae

School Administration: Jordan Geist, Director of Business Services; Chris Oliver, Director of Technology

Mr. McMaster called the meeting to order at 4:33.

Mr. Geist noted that he needed members to review and potentially vote to recommend the 5-year capital plan for consideration by the school committee, as it is due to the town by the end of the week. Ms MacRae moved to add review of the 5-year capital plan to the agenda, seconded by Ms Perry. All members present in favor.

Policies

Mr. Geist said that he had reviewed the Section D policy revisions put forward by the Massachusetts Association of School Committees and had some suggestions for updating our Section D policies. He also noted that the committee should review the new update to the grants manual. Ms. Perry said she would incorporate Mr. Geist's edits into the Section D policies, for review at the next meeting.

5-Year Capital Plan

Mr. Geist and Mr. Oliver reviewed the 5-year capital plan. They noted that \$90,000 will complete the installation of touch panels in all Bournedale classrooms and offices that need them and that the technology plan will be integrated into the capital budget over the next 5 years for chromebooks and other technology needs. Mr. Oliver also noted the inclusion of wireless access point upgrades at Bourne High School and Bourne Middle School, stating that there is a request for proposals out for the federal e-rate program and that, ultimately, he anticipates only about half the cost will come from the local budget. He also pointed out that the phone system upgrades will support compliance with E911. Mr. Geist noted that the analog security cameras are included later in the plan given other priorities in FY24. Subcommittee members requested it be included in the FY24 capital plan.

Mr. Geist also said that two mini buses will be replaced in FY24, consistent with the plan to replace two every other year. He noted that the wastewater treatment facility repairs are being included later in the plan to accommodate the need for the middle school roof. While design funds were approved last year, increased costs necessitate obtaining a project manager for the designer selection process. He said that the roof will be installed following the end of the solar agreement in July 2025. He added that he does not anticipate a second phase for the town with Trane.

Mr. Geist also touched on placeholders for Universal PreK design and construction, in the event that it becomes a requirement in the future. He noted that placeholders are also included for the

auditorium carpet and Jackson Field bleachers. FY25 includes funds for design of a science lab and transition of the art department to a location with more light in the high school.

Mr. McMaster moved to present the capital plan for FY24 to the full School Committee; seconded by Ms. Perry. All members present in favor.

Technology Update

Nothing other than capital budget updates

Security Scope Development

Walk throughs with potential vendors are ongoing and this should be included on a future agenda.

Future Agenda Items

- Review of D policies and SAF policies and procedures
- Quarterly budget update
- Security scope development

Next meeting Date TBD

Meeting adjourned at 5:18 pm.