

**MEETING MINUTES
SPECIAL MEETING OF THE BOARD OF EDUCATION
December 10, 2019**

PRESENT: Board of Education: Z. Ellis, M. Xiong, M. Vanderwert S. Marchese, J. Schumacher, J. Foster, J. Brodrick

S. Marchese arrived at 5:22 p.m.

Staff: Superintendent Gothard, J. Turner, T. Parent, A. Selb-Sack, R. Dolata, M. Watkins, J. Engen, K. Burns, D. Crawford, M. Schrul, S. Curtis, J. Geiger, C. Colvin, M. Hoerth, M. Bergman Aho, A. Ottison, K. Randall, H. Jerome, A. Schilling, L. Boehlke, V. Kelly, T. Tranberg, Facilities Project Managers

Other: C. Jordan, M. Parsons, E. Sebesta, J. Jones, M. Johnson, K. Smith, A. Hoffman, K. Francis, J. Juniper, A. Solvange, T. Lonetree, J. Verges, Architecture Firm Partners

I. CALL TO ORDER

The meeting was called to order at 5:00 p.m.

II. AGENDA

A. Work Session on Updates to the Facilities Master Plan

An update to the Facilities Master Plan Project Phase presentation was shared with the Board. Superintendent Gothard; Jackie Turner, Chief of Staff; Tom Parent, Director of Facilities; and project managers within the Facilities department highlighted information to the Board on the review of new practices, overview of current project status, FY20 Q2 project phase gate review, and next steps. This meeting is for informational purposes, and more information will be presented in the next 90-120 days. The schedule and timeline was also reviewed, with the desire to set sale on Capital Bonds and Certificates of Participation at an upcoming regular meeting. External factors, such as the new State of MN building codes for March 2020 were shared. A finance update was provided.

The new process and Board of Education gate check approvals of large project greater than \$2M was shared, with the gate name, format, input/information, and resulting action.

- Gate Check 1 – Master Planning/5-Year Plan
- Gate Check 2 – Project Charter (Pre-Design)
- Gate Check 3 – Schematic Design
- Gate Check 4 – Contract Award
- Gate Check 5 – Close-Out

A current project overview was also shared. Current projects include:

- American Indian Magnet
- Frost Lake
- District Service Facility
- Phalen Lake
- Johnson High School

- Washington Tech Athletics
- District-Wide A/V
- District-Wide Cameras
- District Service Facility Kitchen Boiler
- Window Replacements
- Rood Replacements
- Other Small Projects

The FY20-Q2 Project Phase Gate Checks were then presented for the large projects of American Indian Magnet – modernization, Bruce Vento – modernization, Frost Lake – modernization, District Service Facility – expansion and renovation, Phalen Lake – HVAC, Johnson High School – HVAC, and Washington Technology – athletic improvements, and the stage of those projects and approval by the BOE or gate-check.

Current project details were then shared including budget summary, relation and alignment to priorities (permanent construction, growth and alignment, quality learning spaces, identifiable main entries, building condition, core space, and overall alignment), scope, FMP scope of work and proposed schools of work blueprints (new, heavy, medium, light, and finishes only), change in square feet, and phasing and engagement timeline.

The Board of Education phase approval chart for small projects was also shared, and included a summary, total FMP estimate and schools and scope for:

- Windows
- Roofing
- District-Wide Security Cameras
- District-Wide Instructional A/V
- Playground Program
- District Service Facility Boiler Replacement

Next steps for the next 90 days were highlighted, and included criteria for prioritization, re-chartering of scope and budget of every project in the FY19-FY23 5-Year Plan, program level overview, and spool up program systems and responsibilities.

Board members asked questions and discussed items further throughout the presentation and work session.

Questions included:

- Where will items be found in the budget? When will those be presented to the Board? Response: There will be quarterly reports and they will be found in the building constructions funds. Actual project expenditures will be shown in frequent updates, either monthly or quarterly. It will also be found in the Quarterly Budget Review by the Board for the overall fund.
- Director Vanderwert wondered about the possibility of a 3-D design process. Staff noted that in some buildings they are using virtual reality for students to envision the new spaces. The renderings and models are a testament to the incredible designs and of the work-to-date.
- The budgets, with hard costs, and soft costs were reviewed in further detail, as well as best practices in financial management.
- It will be helpful to know what is being bought and what the goals are for each project.
- Director Marchese asked about the AIMS project, and reasoning for the recommendation to continue with the modernization, as opposed to building new. This is the type of question the Board will need to weigh in on and lean into the reasoning. The question of how we got there and asked to move forward on the project is a foundational question and to continue to renovate or build new. Hope that in subsequent conversations to understand the rationale. And also looking for more context in future presentations for the Board and community who do not live and breath the 7 guidelines and identifying building needs. Response: There are requirements for the city that would impact building

a new building on this site, including limitations that would need to be addressed within the charter. This same question was asked within Administration and with the external review team and Jacobs.

- Question on the current mold situation at AIMS. The mold is contained in vinyl wall coverings. In rebuilding the current wall systems and rebuild them.
- There was further discussion on the definition of heavy construction, as well as safety in classrooms, engagement with families and the steering committee, and enrollment capacity at AIMS.
- The Board mentioned the original use of the Bruce Vento building for East Consolidated, and the construction date of the 1970s, as well as the building history in education models of the “pod” system and “modular” system. Photos of the current structure and limitations were discussed.
- The recommendations to build new for Bruce Vento compared to the recommendation to renovate AIMS were discussed.
- Parking at Frost Lake and other sites was discussed, with the change to the building and how the parking lots will change. The security cameras at Frost Lake will also help with parking in those spots that may lack current cameras. The bus drop-off and pick-up locations were also noted. City codes and a 1:1 parking to staff were ratio were noted.
- At the DSF, there was a question around how the new space will be utilized, which will include housing the current staff, Office of Teaching and Learning, Office of Equity, in addition to Nutrition Services, Facilities, and IT that are currently housed there.
- Questions on how Nutrition Services will be affected because we are feeding our students year-round.
- Improvements to the boiler and nutrition services facility and security were noted.
- Nutrition Services will be purchasing some of the equipment from their budget.
- The roofing standards for the city were reviewed, including regulations on stormwater pooling and structural implications; structural safety for snow and rain, and building codes.
- Director Vanderwert encouraged the use of rain barrels and cisterns.
- The relation between aesthetics and mechanical and building functionality was noted, and in breaking down projects by those criteria.
- The construction at Johnson and timeline to previous improvements was discussed, and to string together logical and cohesive scope of work.
- In talking about lighting, one board member wondered about the use of ballast lighting. The fluorescent lighting was reviewed, including energy savings were shared.
- One of the tasks of the Facilities Planning Team is to group together logical and efficient scopes of work; targeted interventions in an efficient way. There is a plan for each.
- The cost analysis of geothermal heating and cooling was reviewed, with the total of three options, and the other two options were more expensive to install and operate. The feasibility of geothermal was also noted, but it is also looking at the green space available and structure, including the location of the air handler.
- Staffing and instruction to operate the geothermal systems was reviewed. There is not training required, and there is not new equipment, but how it is being used is different.
- How long is the projected lifespan of the geothermal system compared to the current system? Response: The lifespan of the well field is 50-60 years, and the heat pump has an expected life span of 25-30 years, with the pieces at 15-20 years.
- How many years are we away from air conditioning in SPPS? Response: We are focusing on secondary sites, with the greatest amount of students, largest bodies. Anytime we are maintaining a system, our internal guidance is to have the potential to add it at the elementary level as well. Currently, we don't have the long-term resources to install and operate at all sites.
- The importance of air conditioning in talking about year-round school was noted.
- The possibility of integrated geothermal to other sites was also discussed. Johnson is a pilot program. MPS also has a geothermal array. It is one opportunity for us. Board members and staff also noted a space near Mille Lacs that is heated with geothermal, as well as the Austin, MN facilities, KFI in Roseville, and Lincoln Middle in MPS. The city staff in Austin noted the comparable system and operations, and high reviews.
- The possibility of installing a geothermal unit under the buildings was also noted. It is more difficult in SPPS due to the tight urban spaces of our schools, and limited opportunities (Johnson's is in the center field of the baseball field).

- The popularity of soccer versus football at Washington Tech was noted. It is an adaptable field for both sports. The community importance of the fields was also shared, with the grassy area available for community use with manual lines. The artificial turf would be restricted use to sports teams and events. The improvement of the tennis courts was also shared.
- Staff noted that these smaller projects are satisfying our community and the prioritization.
- Director Xiong noted that the rendering should be placed at Washington to show the students, families, staff and community the comparison to the historical map of Washington and original structure, which was going to stretch to Rice Street.
- The urban landscape was also noted, and limitations to schools because they may be locked by houses on any side.
- It was noted that camera funds are from capital bonds.
- The playground at EXPO was also discussed including fundraising efforts and timeline.
- A/V will also be funded from capital bonds.
- Funding streams were discussed, including state authorization, and gate checks.
- The action on the bond sale and certificates of participation was also discussed. The projects for those items would be additional funding for AIMS, final stages of Como Senior, DSF, additional funding for the pre-design work of Cherokee and Ramsey. The others listed have funding dedication in previous COPs issued and fund balance. Important that we monitor and be mindful of state authorization with our integration plan and if we need to seek additional approval.
- Frost Lake, Johnson, Washington, district-wide cameras, boiler, and windows – those are a combination of capital bonds or LTFM funds.
- The Board approved the initial projects in the FMP, but are coming back to talk about the changes and moving forward, for approving projects in multiple steps and phases, and learnings from the review. It will be asked for as needed – not the full cost upfront, but in phases.
- Board members noted they may feel more comfortable to see how it all links together and overall arc. Be clear to the Board for the specific action that is being asked and how it relates to the project. The original situation was because the project was approved overall and overall to scope of work. Superintendent Gothard noted that for every vote to authorize the next step, the Board will need to know the specifics of the authorization, and be clear in what they are being asked to do. “Cart before the horse” analogy.
- Director Brodrick noted he would like to learn more about how we are all working together and Finance and Facilities are going to be horse and cart and working together; goal is to be aligned and collaborate together, and not one in front of the other and continue to learn from Jacobs.
- The role of Jacobs Engineering as we continue in this work was noted.
- Funding sources and alignment to facilities projects, and the collaboration between Finance and Facilities was noted.
- Superintendent Gothard noted that we are learning, adjusting, and continuing at the same time. There is a lot of overlap in this process.
- Director Marchese noted that it will be important that the Board has clarity on how we are going to make decisions when asked to approve the financial aspects for the series of activities in each fiscal year. The correlation of financial approvals with programming reasons as well. Importance of knowledge of funding and alignment with programmatic approvals and where they are in the arc of the project.
- Staff from Jacobs also noted the funding schedule in the gate check document, and that the Board will see the update on a quarterly basis of projected expenditures versus the funding.
- Director Marchese also noted the Board’s role in this and seeing the overall picture and level of detail. It will be important for board members to know and understand what exactly we are paying for with each pool of dollars and to be able to explain that to the community.
- The timeline was noted as an area of question, and to be clear on what will be accomplished between the 90-120 days.
- The Board will receive an FMP update at each regular board meeting as a regular part of the agenda.
- The changes of the FMP from the different iterations reflect the changes in the district, and changes in education in general, and will serve as a way to re-charter to align to sit with SPPS. The

foundational work will be important to guide decisions, and how we think for tomorrow in terms of how our students are served in schools and important complexity to work in investing in our students.

- The Board and staff also thanked everyone for their work in this, and their expertise in these items.
- It was also noted that Trinh Tranberg will be retiring after 30 years in the District, and the Board and staff thanked her for service to the students of SPPS.

III. ADJOURNMENT

It was motioned to adjourn the meeting at 8:44 p.m. The motion passed by acclaim.

Respectfully submitted,
Sarah Dahlke
Assistant Clerk