

MINUTES

The Campbell County Board of Education building committee met in session on Tuesday, September 27, 2011, 6:00 p.m., at the Central Office conference room. Board member present were Building Chairman, Rector Miller, Chairman Mike Orick, Johnny Creekmore, Scott Hill. Maintenance staff present was Ray Fraley and George Grant. Director Poston was present and Gail Parks kept the minutes.

Moment of Silence.

I. Discuss Preventative Maintenance.

George Grant presented lay out of the preventative maintenance program which will start October 1st. Director Poston stated the Planning Guide for Maintaining School Facilities program has to be updated every year and allow future growth plan.

II. Discuss maintenance supervisor cooperation with custodians.

Chairman Orick asked how often the filters are changed in the schools. Ray Fraley stated they are required to change them once every month and he has asked the custodians to clean them once a month also. Board member Miller asked Director Poston what could be done to get a handle on this issue. Someone has to be accountable. Our worst issues are at Valley View Elementary and Jacksboro Middle School. Director Poston will work with Ray Fraley to give authority with custodians on preventative maintenance issues. A memo will go out to the principals informing of this action.

The issue of refrigerators and microwaves being in all classrooms at Campbell County High School was discussed. Principals are to be reminded of the thermostat control of their buildings.

III. Update: Jellico Alternative, Jellico Addition, East LaFollette Alternative, White Oak canopy, Jellico Elementary slide.

Board member Miller stated they have been waiting on the Fire Marshal for over two months. Board member Creekmore asked if the board has to use the same architect. Board member Miller replied no. The canopy at White Oak Elementary has posed issues. There is no handicap ramp. Board member Miller and Ray Fraley will go to White Oak Elementary and look at the project. Jellico mud slide will not be repaired at this time.

**MINUTES
PAGE 2
SEPTEMBER 27, 2011
BUILDING COMMITTEE MEETING**

IV. Campbell County High School request/Caryville Elementary request.

Chairman Orick stated funds were available from projects which were complete at Campbell County High School. Gail Parks has spoken with Mr. Marlow and a budget amendment will be prepared for approval at the October board meeting. Items needing to be purchased include a new lawn mower, weed eater and two-way radios. Funding appropriations are approximately \$15,000.00. If an Executive Action is needed Chairman Orick will execute the order. Caryville Elementary would like to purchase playground equipment. Mrs. Adkins will stop by the office and pick up designs from the White Oak project.

V. Update on Campbell County High School sign.

Board member Miller informed he had received two quotes for the footer. The quote was awarded to Dewain Baird for \$2,500.00. Project will go out on bid within the next 2 weeks.

VI. Recommend to Director of Schools involvement of finance department employee, Stan Marlow, on any and all school projects.

Board member Miller stated this issue was addressed at a previous meeting. Director Poston will issue a letter to Mr. Stan Marlow to relate the Board of Education is appreciative for his service of previous projects but Mr. Ray Fraley will oversee the daily operations of projects which do not require an architect.

VII. Establish contacts for building issues.

Board member Miller stated the first point of contact should be maintenance foreman Ray Fraley. Any and all issues should be given to Mr. Fraley.

VIII. Recommend to encourage building trades classes at Campbell County High School and Jellico High School to work with principals on school projects instead of outside projects.

Board member Miller recommended encouraging principals to facilitate our building trade's classes when possible. The programs do excellent work and give the students more experience. Director Poston and other board members agreed to this recommendation. Principals will be notified by the Director of Schools office.

**MINUTES
PAGE 3
SEPTMBER 27, 2011
BUILDING COMMITTEE MEETING**

IX. Provide information on roof assessment of Gardner.

Board member Miller stated he had received a packet of information from the company. Mr. Miller can contact the company to inquire of a survey of our facilities and let the Board of Education know what is needed regarding roofing issues.

X. Any new or old business.

Chairman Orick stated TDOT will have signal light installed at Elkins Road before November 1st.

Adjourn.

**Rector Miller
Chairman, Building Committee
Campbell County Board of Education**