

# GENERAL SERVICES MEETING

05/20/2024 [04:00 PM-05:00 PM] @ Board of Directors Room

---

## 1. Call to Order

### Minutes

Mrs. Renz called the meeting to order at 4:00 p.m.

## 2. Roll Call

### Minutes

**Members in Attendance:** Robert Bennett, Joshua Cysyk, Jennifer Renz and Ericka Schmidt

**Citizen Advisors Absent:** Elizabeth Claypoole, John Fowler, Nick Stoops, and Sofia Vidalis

**Non-Voting Members in Attendance:** Michele Agee, Jim Caldwell, Anthony Colestock, Lindsay Drew, John Eck, John Fready, Sarah Karpel, Melissa Kelly, Stewart McCarver, Jared Nicholson, Sheryl Pursel, Honesta Romberger, Tracey Royo, and Stacy Winslow

## 3. Approval of Summary Minutes

### Minutes

Following a motion by Dr. Cysyk, and a second by Mr. Bennett, the Minutes were approved.

## 4. Unfinished Business

### 4.a. Elementary Facility Project Update - Presentation: Anthony Colestock

#### Minutes

Mr. Colestock gave an update on the elementary facility project that included the following:

- update on the educational specifications that have been developed with the administration and faculty - now coming to a close
  - K-2 layout - standard classrooms - standard classrooms for kindergarten, first grade, and second grade, that each classroom would have its own toilet
  - third and fifth grade classrooms are a little smaller than the K-2 - don't have the toilet rooms
  - they do have some systems furniture to create a calming corner, and then also some space in the back of the classrooms for small group learning, and these would also have the ability to open up a doorway or part of the classroom so that it can spill out into a breakout space in the corridor
  - special education classrooms designed in pairs so they're shared resources
    - each to have its own toilet room but would share a kitchenet, a de-escalation, also a calming corner as well
  - steam labs - pairing two steam classrooms together

- there is a shared collaboration space
  - classroom fitted with appropriate storage, sinks for cleanup, desks, a demonstration table, and then shared between the 2 classrooms is storage and a kiln room
- the music classrooms have enough storage for the instruments, and there is a shared storage in between the two classrooms
  - space for the orchestra, band, and chorus programs
- received some site information from the site survey from Rettew, this is critical information that we needed to start developing conceptual plans for this project
- did an analysis and talking with administration to establish guiding principles and goals of the project
- next steps - conceptual designs development

#### **4.b. Conservation District Update: Rettew**

##### **Minutes**

Melissa Kelly along with Jim Caldwell from Rettew shared the following:

- completed survey and issued a draft to the district on April 19 then a final survey on May 15
- working on a proposal for the school district to be part of the elementary school team for civil engineering
- believe to have specific direction to close out two of the permits
- a Conservation District Rep was out Monday, the thirteenth to inspect the underground storm tank facility and the infiltration bed
  - they should be issuing a letter to say the permit is administratively closed out
  - due to closing out this permit without the additional work anticipated will result in a savings for the district

Dr. Cysyk, followed by a second from Mrs. Schmidt, motioned to move the high school basin fixes to the full board and was approved by the committee.

#### **4.c. Middle School Roof Repair - Update**

##### **Minutes**

Mr. Fready shared the following on the middle school roof repair update:

- the middle school roof was installed in 2014
- when it was installed it came with a warranty of 20 years and a 10 year rider warranty
- annual inspections give us the additional 10 years for a 30-year warranty
- Garland Company, which is a full-service Design Management Company was contacted to perform an overview of the roof due to deteriorating conditions
- an infrared scan was conducted in October 2023 showing areas of water infiltration below the surface and absorbed in the insulation of the decking
- seams were not properly sealed
- Garland proposed an option under warranty at no cost to the district
- timeline would be June third, through August ninth for a substantial completion once a contractor is selected

## 5. New Business

## 6. Public Comment

### Minutes

There were no citizens with comments or questions for the committee.

## 7. Adjournment

### Minutes

The meeting was adjourned at 4:31 p.m. with a motion from Dr. Cysyk followed by a second from Mrs. Schmidt.