

**Building Advisory Committee  
Meeting Agenda  
November 20, 2025 (5:30-7:00pm)**

Hixson Middle School  
630 S Elm Ave, Webster Groves, MO 63119  
**(In Person)**

- I. Call to Order
- II. Adoption of Meeting Agenda
- III. Approval of October 16, 2025 Meeting Minutes
- IV. Public Comments to the Building Advisory Committee by guests
- V. Old Business and Reports
  - a. Prop S
    - i. Construction Project Updates
    - ii. Bond/Finance Updates
    - iii. Communication & Public Information
- VI. New Business and Reports
- VII. Chair's Report
- VIII. Announcements by Members
- IX. Future Business
- X. Next Meeting - Schedule for 2025/26 Academic Year
  - a. ~~August 21, 2025 – Clark Elementary~~
  - b. ~~September 18, 2025 – Walter Ambrose Family Center~~
  - c. ~~October 16, 2025 – Givens Elementary~~
  - d. November 20, 2025 – Hixson Middle School
  - e. January 15, 2026 – Hudson Elementary
  - f. February 19, 2026 – Bristol Elementary
  - g. April 16, 2026 – Central Office
  - h. May 21, 2026 – Edgar Road Elementary
- XI. Meeting Adjournment
- XII. Facility Tour – Hixson Middle School

**Webster Groves School District  
Building Advisory Committee  
October 16, 2025**

Givens Elementary School  
(In Person)

Craig, Chris	Member	Present
Fisk, Todd	Chair	Present
Hazelton, Mike	Asst. Principal	Present
Lamitola, Anne	Member	Present
Moses, Andrew	Member	Present
Mueller, Jason	Director of Operations	Present
Myers, Jacob	CFO/COO	Present
Myers, Steve	Member	Absent
Roode, Matthew	Vice Chair	Absent
Smith, Jeff	Member	Present
Steuber, Rob	Construction PM	Present
Wall, Cassandra	Secretary	Present
Williams, Elliot	Member	Absent
Fran Petruso	Board Liason	Absent

- I. Call to Order
  - a. Meeting was called to order at approximately 5:31 PM by Todd Fisk.
- II. Adoption of Meeting Agenda
  - a. Motion to approve the Meeting Agenda made by Ann Lamitola, seconded by Chris Craig, and approved unanimously by voice vote.
- III. Approval of September 18, 2025 Meeting Minutes
  - a. Motion to approve the Meeting Minutes made by Ann Lamitola, seconded by Jeff Smith, and approved unanimously by voice vote.
- IV. Public Comments to the Building Advisory Committee by guests
  - a. No members of public present.
- V. Old Business and Reports
  - a. Construction Update
    - i. Door Package at Hixson
    - ii. Avery Ramp and retaining wall – accessible ramp on the north side – rendering reviewed
      - 1. Adds accessibility to cafeteria, and upper and lower playground, adds outdoor seating
        - a. Alternate for adding turf
        - b. Alternate for added drop off lane and ADA parking
      - 2. Designer putting package getting put together to go out to bid
    - iii. Abate and reinstall flooring at the HS library – 11,000 sf
      - 1. Move everything out, abate asbestos tiles, and carpet
      - 2. Several areas throughout the district that require abatement

- iv. Hixson – sidewalk replacement at where the recent east side window package was completed
- v. Exterior Lighting replacements throughout district continues
- vi. Highschool weight & wrestling room lighting replacement
- vii. More exterior façade replacement & tuckpointing
- viii. Removing 3 ADA lifts that are not needed or abandoned – Hixson, Edgar Rd, and Avery
- ix. Avery – 2 ADA lifts Added
- x. Lead water retesting ongoing at all potable water
  - 1. Retesting required every 5 year
  - 2. Requires 5ppb for lead required for educational facilities (15 ppb is the requirement for standard use)
- xi. Ambrose Restrooms rework

b. Bond/Finance Update

i. \$13M remaining

ii. Review of Tracking Sheet

- 1. \$6.4M of the below items target to be completed by next summer as school activity allows
  - a. Ambrose bathroom rework
  - b. Wayfinding Signage and Marquee replacements
  - c. Window & Exterior Door Package
    - i. Prioritize water infiltration and rusting doors
  - d. Outdoor Accessibility at the Edgar Rd Playground
  - e. Door & Window Hardware change for Hixson and HS
  - f. HVAC replacements
  - g. Tuckpointing throughout district
  - h. Clark parking lot draining
  - i. Ambrose HVAC unit repair – looking at insurance for hail damage
  - j. Student lockers at Hixson
  - k. Drainage at Edgar Road
  - l. Athletic locker room
- 2. Doors, security cameras – another \$1.4M
- 3. \$5.5M Remaining
- 4. Future – Edgar road has modular classrooms that at some point it would be good to get them into the building, continued HVAC, roofing, playground improvements – accessibility has been the requirement of Prop S – PTO funds for any other improvements

VI. New Business and Reports – No update

VII. Chair's Report

a. No update

VIII. Announcements by Members

a. No update

IX. Future Business

i. Question brought up about increasing Community awareness and communication

1. Previous attempts to host events and communication have not been well attended

X. Meeting Schedule for 2025/26 Academic Year

- a. August 21, 2025 – Clark Elementary - Complete
- b. September 18, 2025 – Walter Ambrose Family Center - Complete
- c. October 16, 2025 – Givens Elementary - Complete
- d. November 20, 2025 – Hixson Middle School
- e. January 15, 2026 – Hudson Elementary
- f. February 19, 2026 – Bristol Elementary
- g. April 16, 2026 – Central Office
- h. May 21, 2026 – Edgar Road Elementary

XI. Meeting Adjournment

- a. Motion to adjourn was made by Jeff Smith, seconded by Chris Craig, and approved unanimously by voice vote.
- b. Meeting adjourned at 6:22 PM.

XII. Facility Tour – Givens Elementary



**District Wide Safety/Security Systems Upgrade**      Midwest Electronics

- The existing security and fire alarm systems are needing to be replaced. The current equipment components are becoming out dated with replacement parts hard to find or non-existent. A lot of components are not even being manufactured anymore and are being phased out by new updated systems
- Several District Buildings are being upgraded already by District IT Department and current District Safety/Security Service Companies.
- A survey of each facilities needs has been completed and recommendations have been submitted by the Districts security and Fire alarm systems service contractors.
- The work in this package will continue well into 2025/2026. (ongoing)

**Ambrose Play Scope**      BLDD/DHA - DG2      Focal Pointe

- The Ambrose Center Play Scope Project complete.
- Close out procedure for current contract underway – awaiting final MSD Inspection/Approval document for record - with Cc: to City of Webster Groves BD

**New Projects for Summer of 26'**

Avery Accessibility Upgrades –	Design Development	Hoener Arch
Hixson Interior Door Package –	Design Development	Bond Arch
Ambrose Bathroom Renovations –	Design Development	
High School Library Abatement/Flooring Package	Design Development	Pinchin Environ

**Facilities Items to report to BAC:**

- Emergency replacement of 5 RTU's at WAFC - planning to replace remainder over summer
- Emergency replacement of 1 RTU for CO boardroom
- Avery windows installing classroom and restroom windows before the end of November. Six week lead time for hallway windows that were the incorrect size.
- Developing projects for summer
- Lead water testing - four sources failed their retest.