

UPPER PERKIOMEN SCHOOL DISTRICT

FACILITIES COMMITTEE

May 15, 2019

The Facility Committee Meeting was held at 7:05 p.m. at the Upper Perkiomen Education Center with the following committee members attending: Melanie Cunningham (chairperson), and Mike W. Elliott. Absent member was: Raeann B. Hofkin. Others in attendance were: Andrea Farina, EdD., Sandy Kassel, John Sheeran, Doug Kenwood, and Peg Pennepacker.

1. APPROVAL OF MINUTES

Motion by Mike W. Elliott, seconded by Melanie R. Cunningham, to approve the **minutes from the April 17, 2019 meeting**. Motion carried; all voted aye.

2. CAPITAL PROJECT DISCUSSION

Dr. Farina reviewed with the committee the capital project list that was presented. Additional items were added to the list the Board received previously. One of the questions to be addressed is when does the facilities budget cross over capital projects and how do you prioritize what goes on the facilities general fund budget versus the capital list. This also involves some of the athletic needs. It was suggested that Mr. Kurzweg put together a five year plan for athletics.

A discussion occurred regarding the softball field. Peg Pennepacker offered to help the Board with their OCR issue at no cost to the district (Ms. Pennepacker is a recognized expert in Title IX).

Dr. Farina reported that we are working on the secure entrance at the High School and that there is a plan in place. Mr. Sheeran is also working on the digital classroom at the High School. Mr. Sheeran recommended replacing the High School intercom system, which is listed as a capital item on the June agenda. Additional capital projects were discussed. The foundation is working on raising funds for the High School greenhouse. Mr. Sheeran reported on moving the dust collection system for the Middle School to the High School and on purchasing the X-lab vent system for welding at the High School. Mr. Sheeran also reported the roof needs to be replaced over the administration area of the 4th & 5th grade center. There is a question as to whether it could be considered a change order, a separate project through KPN or a GESA project. Mrs. Cunningham feels it should be part of the General Contractor project. Discussion continued as to the best way to approach the roof. Mrs. Cunningham suggested speaking to the General Contractor of the 4th & 5th Grade Center. The High School gym floor was also discussed. Many of the Hereford items listed were aesthetic needs of the building.

Mrs. Cunningham and Mr. Elliott suggested we take the swimming scoreboard and sound system to the School Board in June for approval. The committee also recommended placing the baseball scoreboard on the Board agenda in June.

Mr. Sheeran recommended asking Boro (New Middle School General Contractor) to provide us with a gift by having them put down a path for a batting cage for softball. Mrs. Cunningham will ask Boro at the Thursday morning meeting.

The committee discussed replacing the High School main office sound system over the summer. The Eastern Time system proposal was recommended. This will also be placed on the June agenda. The system is on Co-Stars.

3. ALBARELL CHANGE ORDER

The change order is for rock removal in the sidewalk area in front of Area "C" in the amount of \$23,720. This will be placed on the June agenda.

4. SWIMMING SCOREBOARD

This was discussed under the Capital Projects section.

OTHER

Mrs. Cunningham reported that the Board President is looking for accomplishments and goals of each committee. Mrs. Cunningham reported on the draft goal which is to work collaboratively with the facilities director and building administrators for each building to develop a five to ten year comprehensive plan regarding upkeep, maintenance, preventive maintenance, capital expenditures, safety, and expenditures as necessary, keeping in mind the needs and safety of students, staff, administrators and community while maintaining fiscal responsibility. Another goal is to find a way to utilize the remaining area of the 4th & 5th Grade Center. The challenge to the committee will be to put together a long range facility plan and how to financially support it.

The committee will work on listing their accomplishments. The committee structure for facilities has worked very well in vetting out what is needed and then making recommendations to the Board.

Mrs. Cunningham will send what she has regarding the goals and the accomplishments to the committee members for review.

Peg Pennepacker asked if the modified stone by the basketball court can be laid by the softball shed. Mr. Sheeran said he would move the stone to the area requested.

Mr. Sheeran was also asked to spruce up the areas around the High School including the gym area entrance.

Motion by Mike W. Elliott, seconded Melanie R. Cunningham to adjourn the meeting at 8:06 pm.