

OPERATIONS COMMITTEE MINUTES – MEETING OF MARCH 7, 2012

In attendance:

Committee: Chairperson Kati Driban, Steven Adams, Dr. Andy Pollock.

Board: Michael Hartline

Administration: Dr. Jennifer Cressman, William R. Gretton III, Wayne Robinson

Public: Ryan Brennan, Michael Crain, Paul Rokuskie.

Call to Order:

The meeting was called to order by Chairperson Kati Driban at 7:00 p.m. A motion was made by Mr. Adams and seconded by Dr. Pollock to approve the minutes of February 1, 2012. Motion carried 3-0-0.

WTHS Update

Mr. Brennan reported that the curbing was being installed in the front of the building and the roadway work would begin soon. The load-bearing structure for the remaining rooms was being constructed, and the completion is expected in early May.

Mr. Brennan reviewed the list of change orders that were remaining to be approved. These addressed work that had been completed during the final stages, and Reynolds had negotiated and reviewed the costs. It was moved by Dr. Pollock and seconded by Mr. Adams to forward the changes to the full Board. Motion carried 3-0-0.

Willow Dale Update

Mr. Brennan reported that Willow Dale was about 99% complete with the general contractor working on many of the punch list items, which was down to about one dozen items.

There were no change order requests. Dr. Pollock asked about the drainage into the ball fields. Ms. Driban indicated that the District was working with the township about the options and whether the least costly method would work. Dr. Pollock was concerned this would be an issue as baseball season begins. Dr. Cressman asked about the buzzer system, which has been promised next week, and the mystery of the lights. Mr. Brennan indicated that the contractor was looking at the adjustment of the computer controlling the lighting.

Davis School Update

Mr. Crain indicated that progress was being made and that the schedule has been reduced to a one-day positive float and continues to improve. Work has progressed on all sections of the building as the contractors continued to take advantage of the spring-like weather. Dr. Pollock asked about the estimated day of completion. Mr. Crain indicated it was scheduled for August 24 but that sections would be ready earlier. Mr. Gretton indicated that we expect some of the building to be prepared for occupancy in late July. Dr. Pollock confirmed that students will be able to occupy the building in time for school.

Mr. Crain explained the change orders, which included some for expediting the project. He informed that the Board will be receiving a change for the roadway that may amount to about \$60,000. Ms. Driban noted that she had visited the site and was impressed with the various stages of progress and the new floor in the office area. It was moved by Dr. Pollock and seconded by Mr. Adams to send the change orders to the full Board. Motion carried 3-0-0.

OPERATIONS COMMITTEE MINUTES – MEETING OF MARCH 7, 2012

McDonald School Update

Mr. Crain reported that foundation walls were continuing and the steel was being placed in the wings for the second floor structure. Dr. Pollock questioned the occupancy date. Mr. Crain indicated that February 7, 2013, was the anticipated completion date. Ms. Driban asked that these dates be noted in the monthly report. Mr. Crain indicated that this date is the same as the substantial completion date in the report.

Food Service Report

Mrs. Deola was introduced by Ms. Driban, and Mrs. Deola reported on the changes in the menu and the progress in reducing the inventory in the storage of food. She indicated she has met with all of the managers to discuss changes in the menu to meet the proposed nutritional standards, and many of these new ideas are included on the March menu.

Ms. Driban read comments forwarded by Mr. Miller related to the cold storage reductions and the menu changes. Mr. Adams asked about the pizza at the high school and the quantity of food. Mr. Gretton indicated that the pizza has several sources, and other options are being considered. He also indicated that much of the quantity is controlled by costs and limits for students. Dr. Pollock acknowledged that, in his experience, students seldom appreciate food from the cafeteria. Dr. Cressman praised Mrs. Deola and her efforts in the short time she has been part of the staff.

Vehicle Replacements

Mr. Gretton explained the bus replacements being proposed, and Mr. Robinson informed that the recommendation was for the low bid that met specifications on each bus. Mr. Adams asked why different school districts have different types of vehicles. Mr. Robinson explained that in the past the district purchased 65-passenger buses because of the garage size, and now buys 77-passenger buses because the bus garage was expanded. The larger buses have a greater turning radius, and 84-passenger buses would not be able to get around all neighborhoods.

Ms. Driban noted that after consolidation there will continue to be smaller buses in certain areas because of the tight turning areas in certain neighborhoods. Mr. Hartline asked if our mechanics were familiar with the new buses. Mr. Robinson indicated that the mechanics were trained and would be receiving some additional free training on some of the upgrades. Mr. Rokuskie asked about the start times of the schools. Dr. Cressman indicated that the proposed times were under discussion, and that when finalized, they would be published. Mr. Rokuskie asked if the District had considered alternative fuels for the buses. Ms. Driban indicated that the change would cost significant dollars and was not being considered. Mr. Rokuskie asked about the number of spare vehicles we have in the fleet. Mr. Gretton indicated that the goal is approximately 10% of the fleet, but the District has less than that available, although there are buses of every size as backup for issues. Mr. Rokuskie asked about seatbelts on buses. Mr. Gretton indicated that only the smaller buses have seatbelts and that new buses are designed to be more compartmentalized to provide a safe environment for the riders.

It was moved by Dr. Pollock and seconded by Mr. Adams to move the recommendation to the full Board. Motion carried 3-0-0.

Cellular Bid

Mr. Gretton explained that only one bid had been received, and this was the second time the bid had been received. Following discussion, it was directed that Administration find out if the current contract could be extended rather than award to a different vendor. Dr. Pollock asked if the District was satisfied with the current service. Mr. Gretton indicated that prior to accepting the bid originally the services had been tested, and the Board had awarded the contract based upon the best service.

OPERATIONS COMMITTEE MINUTES – MEETING OF MARCH 7, 2012

It was moved by Mr. Adams and seconded by Dr. Pollock to seek information from Verizon on maintaining the current services and to bring the information to the Board on Tuesday, March 13. Mr. Rokuskie recommended that the District investigate the compatibility of the current phones and if the devices would need to be replaced. Motion carried 3-0-0.

Energy Items

Mr. Gretton explained that the consortium, in which the District participated, was in the process of bidding the pipeline access for delivery of natural gas, which was the first step in securing the supply for future years. He was requesting that the Committee approve the placement of this item on the Board agenda and that the final information and contract would be available at that time. Mr. Hartline stressed that the contract needed to be part of the motion in order to secure this access for the school district. Mr. Gretton indicated that the contract would be available at the time of approval at a cost that would be guaranteed.

It was moved by Dr. Pollock and seconded by Mr. Adams to send this to the full Board. Motion carried 3-0-0.

Mr. Gretton explained that the PECO® e-Valuator service was required in order for PECO to monitor the participation in the demand response, which the Board had approved at a prior meeting. It was moved by Dr. Pollock and seconded by Mr. Adams to send these to the full Board. Motion carried 3-0-0.

Commissioning Services

Mr. Gretton indicated that the District had received proposals on the commissioning of buildings and that he was recommending that three of the firms be invited to make presentations to the Board for a decision. It was determined that the Board would hear the presentations at a future meeting.

Paving

Mr. Gretton noted that there was money in the capital reserve fund for paving that would be addressed by the school district at Willow Dale Elementary School and William Tennent High School. Carroll Engineering was chosen because they had done the original site work at the high school, and they are familiar with the site. Following discussion, it was determined that the Log College Middle School access road should be included as an alternate based upon the cost and the need for replacement.

It was moved by Dr. Pollock and seconded by Mr. Adams to move this item to the full Board. Motion carried 3-0-0.

Other Information

Ms. Driban reported that the Board would be holding public meetings on the closings of Longstreth and Stackpole Elementary Schools. She indicated that the hearings would be held at 6:00 p.m. on March 19, 2012, for Longstreth and at 6:30 p.m. for Stackpole. The Board is not involved in these hearings other than to hear the position of the public. The Board will act on this at the June 26, 2012 Board meeting, with the necessary documentation submitted by Administration to the Department of Education to follow.

Graduation Ceremonies

The senior class has requested that graduation ceremonies be held in the stadium, weather permitting. Mr. Gretton had received information from the acting principal related to funds available and that could be dedicated for the remaining costs of holding the event outside. Ms. Driban asked when the

OPERATIONS COMMITTEE MINUTES – MEETING OF MARCH 7, 2012

Administration would need for the Board to approve the site of graduation. Dr. Cressman indicated that this decision should be made soon for planning. Ms. Driban asked if the outside graduation was the recommendation of the Administration. Dr. Cressman responded that this was the preference due to the numbers that could be accommodated. Ms. Driban asked that the Finance Committee consider issues that would make this a permanent consideration and the purchase of a stage and materials that would be needed annually. Dr. Cressman responded that the Administration would begin the steps to plan for both venues and add means of communication to the stadium.

Dr. Pollock advocated for holding the graduation in the stadium due to availability of seating. He suggested that the Administration find methods of accommodating the physically challenged participants to the site. Mr. Adams noted the difficulties but also pointed out that the students had requested the graduation to be held outside. Mr. Hartline suggested that the seniors should inform the Administration of the needs of the physically challenged individuals so that additional accommodations could be made. Dr. Pollock made a motion that graduation be held outside, weather permitting, be forwarded to the full Board. Motion carried 3-0-0.

Ms. Driban would like Administration to prepare information related to making the outside graduation preparation permanent and report back to the committee.

Mr. Gretton announced that the sound system had been completed at the high school and utilized at a small event Friday and during the Black and White Night activities.

Ms. Driban reported that the next Operations Committee meeting would be held on Wednesday, April 4, 2012, at 7:00 p.m.

Adjournment:

It was moved by Dr. Pollock and seconded by Mr. Adams to adjourn the meeting. Motion carried 3-0-0. The meeting was adjourned at 8:38 p.m.

Respectfully submitted,



William R. Gretton III
Assistant Superintendent of Operations