

**CENTENNIAL SCHOOL DISTRICT**  
**OPERATIONS COMMITTEE MINUTES**  
**MEETING OF July 1, 2008**

**PRESENT:**

**Board Operations**

<u>Committee</u>	<u>Staff</u>	<u>Board Member</u>	<u>Public</u>	<u>Press</u>
Mr. Miller	Mrs. Kinzel	Mr. Monaghan	Mr. Diodata	None
Mrs. Mueller	Mr. Lasher	Mr. Pollock	Mr. & Mrs. Lathrop	
Mr. Hezel (Alt.)	Mr. Reed	Mrs. Schrader-Lynch	Mrs. Patrick	
Mrs. Huf (absent)	Mr. Vail	Mr. Simpson	Ms. Maier (9:10 pm)	
			Mrs. Green (9:10 pm)	
			Mr. Roth (9:10 pm)	

**Presenters**

Pete Donnelly, Burt Hill  
Mike Preston, Burt Hill  
Damion Spahr, Reynolds Construction Company  
Walt Tack, Reynolds Construction Company

The meeting was called to order at 7:06 P.M. by Mrs. Mueller.

1. A motion was made by Mr. Miller and seconded by Mr. Hezel to approve the minutes of the June 3, 2008 meeting. The motion was approved 3-0.
2. The Committee felt that the Website RFP was well done and ready to be sent out to prospective vendors. Mr. Miller moved and Mr. Hezel seconded the motion to approve the Website RFP. The motion was approved 3-0.
3. Walt Tack from Reynolds Construction Management Company reviewed the costs of the two (2) plans presented. He also reviewed the soft costs and explained the components of the soft costs. Mike Preston from Burt Hill explains the two (2) floor plans and the pros and cons of each. The team from Burt Hill and Reynolds and Mr. Lasher is in favor of Alternate Plan #1. This plan has the kitchen and cafeteria located in the front of the building. Several Board members are concerned about the appearance of the loading dock being located in the front of the school. Walt Tack went through an explanation of the various Design Options which the Board may want to consider.

There was discussion regarding the use of a ground source heat pumps and the need to drill two (2) test wells to see if this system is viable. Use of this system would provide energy savings for the life of the building. Mr. Miller made a motion to solicit proposals for drilling these test wells and to bring this to the Board for their approval. The motion was seconded by Mr. Hezel and approved 3-0.

There was consensus from the Board members present that item 3A and item 4 both be included in the design of the new building. Item 3A uses a water source heat pump in lieu of a rooftop VAV system. Item 4 adds a mechanical penthouse in lieu of placing units within building or on roof. The Board also emphasized the need to stay within the budget.

Mr. Miller made the motion and Mr. Hezel seconded to table the approval of a floor plan until the meeting on July 15, 2008. Motion was approved 3-0.

4. Mr. Diodata from Morning Start Services made a presentation regarding a vending proposal for the elementary buildings. It would involve placing a snack and a beverage machine in the faculty rooms. They would provide a monthly statement and revenue to Mr. Vail. Revenue would be returned to each building. They would vend Coke and these sales would count towards the contract the District has with Coke.

There was discussion regarding the existing vending machines which are being replaced. There are five (5) machines which are available to be sold; three (3) at Bus Garage and two (2) at Log College. Mr. Miller makes a motion to sell these five (5) machines with the proceeds going back to the school. Mr. Hezel seconded. Motion was approved 3-0. This will be presented to the Board at the July 15 meeting.

5. Mr. Vail reviewed the revised concession management proposal which provided for in-house management of the concessions.

Deana Maier made a presentation regarding management of the concessions by her firm. She explained what her experience was and how she would manage this job. She sells food that is the most profitable and envisions herself as being very hands on with this project. She had very specific ideas on what equipment we would need. The Board members present felt that the \$15,600 per year fee was too high.

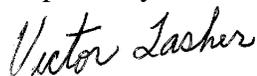
Mr. Miller presented a proposal from Mr. McTague. He is a local resident who is in the food service business. Mr. McTague's proposal was divided into three phases. There would be no charge for Phase I. Phase I involves making equipment recommendations. Phase II would involve training of the parents and administrators. Phase II calls for a \$250 fee for the first class and \$50 fee for each subsequent class. Phase III included management consulting for the concession stands. It specified a fee of \$300 per month for nine (9) months.

Mr. Miller made a motion to recommend Mr. McTague for the services in Phase I. Mr. Hezel seconded. Motion was approved 3-0.

Mr. Miller made a motion to recommend adoption of Item 1 under Proposal of the June 13, 2008 Concession Stand Management Proposal. "The District will establish a Concession Stand Fund under the direction of the Business Office to handle all revenues and expenses associated with the William Tennent High School concession stands. This fund will have a separate bank account and set of books needed to run the stands as a separate enterprise from the District's Cafeteria Program." Mr. Hezel seconded. Motion was approved 3-0.

6. There were no other issues.
7. The next meeting will be at 5:30 P.M. on July 15, 2008 in Room 16 at Johnsville.
8. A motion to adjourn was made by Mr. Miller and seconded by Mr. Hezel. The motion was approved 3-0 and the meeting was adjourned at 11:47 P.M.

Respectfully submitted:



Victor Lasher