

South Middleton Board of School Directors - Facilities Committee Meeting Notes

Tuesday, January 23, 2018 – 7 pm

1. **Welcome & Introductions** – The meeting was called to order by Michael Berk, Chair with the following committee members present: Stacey Knavel, Jon Still and Randy Varner (ex-officio). Also present were Andy Glantz, Matt Ulmer and Michael Bogdon. The committee welcomed Mr. Bogdon who will serve as a faculty resource. He was encouraged to bring other faculty members to the meeting and to not hesitate to offer his input into the committee's discussions.
2. **"The Past Five Years"** – Mr. Glantz presented a PowerPoint presentation to committee reviewing the accomplishments for the buildings and grounds department and outlining the challenges/future projects the district will need to discuss in the coming years. (A copy of the presentation will be emailed to board members.) Specific items discussed included the following:
 - Structure of the buildings and grounds department.
 - Past reductions in department staffing and PASBO recommendation.
 - Safe Schools Study
 - District partnerships with Unique Source and ResCare.
3. **District 5-Year Plan** – The Committee was presented with a copy of the district's five-year plan for facilities. Mr. Glantz noted that although the plan has not been funded, he continues to keep it updated. The committee plans to continue reviewing this plan as the Board considers the upcoming budget. It was noted that the board might consider future funding for some of these projects in the future when a portion of the debt service expires.
4. **2018-2019 Budget** – Mr. Glantz will be sending out the budget to the committee for review and questions. Committee members are encouraged to forward any questions to him. The budget will be presented to the full board on February 20.
5. **Questions/Issues Raised by Committee Members** – The following questions/issues were raised by those present at the meeting:
 - Establishing a recycling program in all schools.
 - ✓ *Rice and IFES have modern recycling bins. YBMS & BSHS to follow.*
 - Environmental impact of food service.
 - ✓ *Although the high school uses plastic utensils and trays, there is still a need to wash the pots, pans and other utensils used to prepare food.*
 - Status of cleanup of Rice floor.
 - ✓ *The district plans on applying a sealer to the floor which will clear up the scratches and restore the shine while protecting the terrazzo surface.*
 - Assignment of specific addresses to campus buildings.
 - ✓ *This was a recommendation to help police, EMS and fire departments to more quickly respond to an incident at a specific building.*
6. **Future Topics** – In addition to reviewing the feedback received from the Board on the department's budget, the committee will also be looking at possible ways to honor Doc Davis's memory. In addition, the topic of contracted cleaning vs. in-house staffing will also be discussed at a future meeting. Also, Mr. Berk noted that he will be working with Mr. Glantz to plan the agendas for the next several months. Tours will also be planned of the facilities for future meetings.
7. **Next Meeting** - February 27, 2018 @ 7 pm

- *Respectfully submitted by Mike Berk, 1/28/18.*