

SPRING-FORD AREA SCHOOL DISTRICT
Property Committee
September 8th - 7:30 PM
HS Conference room/virtual Meeting
Minutes

Attendees: Tom DiBello, Linda Fazzini, Clinton Jackson via zoom, Wendy Earle, Colleen Zazowski via zoom, Christina Melton, Diane Sullivan, Dr. Goodin, Dave Boyer, Jim Fink, Robert Rizzo via zoom, Will Cromley, Roland Olsen and Robert Hunter

Acceptance of the Meeting Minutes by Clinton Jackson

Ongoing Business – Operations

- A. HS Addition project closeout
 - a. Discussed outstanding items still owed by the General Contractor
 - b. Closeout process has been ongoing since March 2020
 - c. District is holding project payment balance until all outstanding items are addressed
 - d. Since this meeting the contractor has been in communication with the District to close out the project
- B. FY20/21 Capital Project Update
 - a. Limerick Elementary fire alarm replacement – Completed
 - b. Brooke Elementary Classroom unit-ventilator replacement – Completed
 - c. 9th Grade Phase 2 window replacement – Completed (3 windows not shipped still owed)
 - d. 9th Grade Phase 1 parking lot repaving – Completed
 - e. Royersford Elementary driveway and parking lot repaving – Complete
 - f. Spring City Elementary replacement of classroom carpet with VCT – Completed
 - g. 8th Grade Center room 120 floor demo and replacement – Completed
 - h. District Office HVAC
 - i. System evaluation and design review completed by ICS consulting
 - ii. Owner drawings will be available for review by 9/25/20
 - iii. Final Drawings set for bid in mid-October

New Business – Operations

- A. Operational challenges for all students back in school
 - a. Discussed the universal face covering requirements
 - b. Reviewed student capacities for the largest lunch periods for every school and additional space needed to socially distance while eating
 - c. Reviewed 6' social distance spacing model on blue print for seating in the High school
 - d. Discussed how cafeteria tables don't allow 6' social distancing and individual seating will be needed
 - i. Seating option will need to be determine for plan execution
 - e. Discussed the loss of gymnasium space in all but 2 schools
- B. Project Planning for all students back in school
 - a. Discussed that Administration is currently working to hire a consultant to provide project management services to produce a project schedule document. This document will outline all tasks, target dates and milestones required to bring all students back to school for the start of the second quarter.
 - b. Consulting hours will be provided for the working session which will require Board approval

Ongoing Business - School Police and Emergency Management

- A. Projects and initiatives
 - 1. School Police are conducting Security Patrols at each open school and upcoming sports activity.
 - 2. School Police are controlling all Laptop Deployment.
 - 3. School Police are conducting Laptop Deliveries.
 - 4. School Police are assisting with all school student materials distribution.
 - 5. School Police are assisting the nurses with Health Annex set up.
 - 6. Chief Boyer is delivering all PPE requests to special needs for 9/14/2020.
 - 7. Chief Boyer has delivered initial startup PPE materials to each school less Nitrile Gloves and N95 mask which have not been received to date.

8. Chief Boyer is meeting with Finance this week to rectify all PPE purchases to date and future purchases within the PCCD Grant of 2020 for COVID 19.
9. Chief Boyer is meeting with Finance regarding the framework for the PEMA-FEMA Grant for COVID 19 including school police and cleaning staff costs since 3/1/2020.
10. Chief Boyer applied for a State Farm Grant for \$25,000 for AEDs. Notifications will occur on 9/23/2020.
11. Purchase Orders were submitted for 33 digital radios to be reimbursed from our Awarded 2019 PCCD grant of \$45,000.
12. School Police Training Schedule completed for state mandated requirements for the 2020-2021 school year.

B. Meeting Updates

Other Business:

Actionable Items:

- A. Board approval for project manager consulting hours for project planning to support all students return to school.

Needs for Next Meeting:

- A. Continue to work on cafeteria seating solutions and provide updates at next property meeting.

Board Comment: