



The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.

Board of Trustees – Facilities and Maintenance Committee

May Butler Center

55 S. Rodney Ave

Monday, February 3, 2020 – 12:00 p.m.

AGENDA

- I. CALL TO ORDER / INTRODUCTIONS
- II. GENERAL PUBLIC COMMENT: *This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.*
- III. REVIEW OF AGENDA
- IV. REVIEW OF MINUTES
12/02/19 Facilities and Maintenance Committee Meeting Minutes (attached)
- V. ITEMS FOR INFORMATION/DISCUSSION
 - A. 7th Avenue Gymnasium Request for Proposals (RFP) Update
Review and discuss the developing RFP process as it pertains specifically to the 7th Avenue Gymnasium.
 - B. Bond Update
Update on remaining projects and fiscal alignment
- VI. SUPERINTENDENT'S REPORT / BOARD COMMENTS
- VII. ADJOURNMENT

Next Meeting:

March 2, 2020 | MBC Conference Room



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Board of Trustees – Facilities & Maintenance Committee

May Butler Center | 55 S. Rodney Ave

Monday, December 2, 2019 – 12:00pm

MINUTES - DRAFT

ATTENDEES

Committee: Others:

Terry Beaver, Committee Chair
Jeff Hindoién, Committee Member

Tyler Ream, Superintendent
Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Stacey Collette, Human Resources Director
Kalli Kind, Facilities Director

I. CALL TO ORDER

Committee Chairperson, Terry Beaver, called the meeting to order at 12:03pm.

II. GENERAL PUBLIC COMMENT

None was offered.

III. REVIEW OF AGENDA

No changes were requested.

IV. REVIEW OF MINUTES

Mr. Beaver requested the addition of “to” to the second sentence in the second to last paragraph on Page Two.

V. DISCUSSION

A. Demographic Study Update and Proposal

Dr. Ream referenced the Demographic Study Proposal received from McKibben Demographic Research, LLC (hereafter referenced as McKibben). He noted most projections from the 2015 Demographic Study were accurate except the addition of East Helena High School and the unexpectantly high growth at Capital High School.

Mr. Beaver questioned the accuracy of the enrollment numbers on the comparison sheet. Mr. McKay clarified that the positive or negative indicator reflected Mr. McKibben’s accuracy for projections, not enrollment.

Dr. Ream referenced the received proposal, specifically the costs. He proposed completing the first four items listed in-house – utilizing current data in Edulog and the historical enrollment spreadsheet drafted by Mr. McKay – with an estimated completion date of mid-January. He added the only data difficult to obtain was birth rates. Ms. Ridgway added that information potentially could be obtained through the TIGER/Line Files through the US Census.

Mr. Hindoien asked if there were any major influencers affecting the ability to project growth. Dr. Ream asked if Ms. Kind knew – through her contacts at the City and the County – of any new housing developments which would affect enrollment. The group mentioned smaller developments off York Rd., Canyon Ferry Rd., and one by Warren, besides the numerous multi-family housing projects currently in development. Dr. Ream noted that by looking at historic data for students per single family home, future enrollment could be estimated.

Dr. Ream mentioned the missed projected enrollment numbers at Smith (20) was due primarily to the unanticipated addition of a nearby multi-family complex and programming at residential programs including Shodair.

Dr. Ream asked for feedback on how to proceed. He asked if it would be beneficial to have a third-party validation to increase credibility within the community. Ms. Ridgway recommended hiring McKibben just for the fifth action item in the proposal: produce two redistricting scenarios balancing the current and future enrollment in the district’s middle schools and high schools. Dr. Ream questioned whether McKibben would present the scenarios without receiving a contract for the first four action items. He added that he had not yet negotiated the price. Mr. Beaver recommended negotiating on the general cost and then proposing completion for just the fifth item on the proposal.

Mr. Beaver asked if the additional workload would be exorbitant on Mr. McKay’s part. Mr. McKay answered that he was 70% done with the year-by-year analysis. He added it was important knowledge to have not just for the demographics study.

Mr. Beaver suggested advancing the recommendations of the committee to the full board. Mr. Hindoien agreed. Dr. Ream clarified the recommendation as:

- completing items one through four from the McKibben proposal internally,
- asking McKibben the methodology they use to determine if it is different from what the district would use, and
- discovering a cost for McKibben producing two redistricting scenarios pending cost evaluation.

Dr. Ream confirmed he would contact McKibben based on the discussion and would craft a document based on the recommendation to present to the board on December 10, 2019, as an item for information.

B. Safety/Security Discussion

Dr. Ream stated the three high school principals, Ms. Kind, and district administrators met to discuss two options for the most immediate safety and security upgrades at the high schools:

- configuring front offices at CHS and HHS to provide line of sight to front entrances, and
- locking all doors except the most commonly used doors.

Ms. Kind added that the group discussed mandating students to wear identification badges to gain access to the locked doors or be required to use Door #1.

Ms. Kind said the only needed upgrade at PAL is adding a secure entryway in the vestibule.

Dr. Ream addressed the Safety and Security Package and said, after discussions with school principals, additional safety and security upgrades to be included in a levy were sectioned into two categories corresponding to the language in SB92, which allows a school district the opportunity to create a sub-fund within its building reserve fund specific to school safety and security:

Under Facility Upgrades:

- magnetic hold-open doors for classrooms and intermittent hallways
- strategically place, public reader-boards
- keyless entry hardware for all exterior doors

Under Support Personnel:

- additional high school counselors to reduce the average student/counselor ratio
- fund for three full-time School Resource Officers (SROs)

Ms. Kind clarified that if a safety and security levy was passed in May of 2020, the work would not be completed until the 2021-2022 school year. She said four projects were slated for completion in Summer 2020 requiring all district facilities staff as well as the majority of the local subcontractor pool.

Mr. Beaver asked if other high schools has undergone the same extent of safety and security upgrades. Dr. Ream stated that high schools have been working to make safety and security updates – including locked doors and relocated front offices – in an iterative manner for the last two decades. Ms. Kind said she has communicated with other Montana districts regarding their upgrades to determine best practices.

Mr. Beaver asked how these updates would affect CTE classrooms. Ms. Kind said the group discussed locking those doors and having teachers grant access to students.

Dr. Ream said based on the potential for a future high school levy that would replace and/or repair existing schools, some of the currently projects may not happen. Mr. Beaver mentioned one solution would be to make the upgrades listed above at CHS and update HHS with additional staffing at doors rather than installing wiring that couldn't be transferred to a new building.

Mr. Beaver added that all upgrades would require behavioral changes for students and staff and recommended starting those changes at the middle school level.

Dr. Ream asked for feedback on next steps. The committee agreed that Dr. Ream would provide information regarding the most immediate upgrades in the Superintendent's Report at the board meeting on December 10, 2019. He would begin an initial conversation regarding the safety and security levy at the January board meeting.

C. Bond Update

Ms. Kind discussed the elementary school upgrades. She said all four school upgrades have been designed and approved by principals. Ms. Kind continued that the first two schools to be put out to bid are Kessler and Ray Bjork Learning Center. She said those will be presented to the Board in February for approval. The following two schools will be Jefferson and Hawthorne. Ms. Kind said that by bidding the projects early, she anticipates receiving the best price possible.

Ms. Kind continued that there are a few remaining issues from the initial projects, including windows at Jim Darcy. Dr. Ream added there continue to be requests for lighting in the staff parking lot at Jim Darcy. Ms. Kind said lights were discussed in the initial plan, the HOA of which Jim Darcy is included, prohibits exterior lights.

Ms. Kind said that she has been working with an attorney to draft a document that would allow HOA fees to be waived if Jim Darcy agrees to pave Grand Valley to the end of the property.

VI. BOARD COMMENT

Mr. Beaver inquired into the city's proposed easement through the Kessler School parking lot. Ms. Kind replied there were no updates.

Mr. Beaver inquired into an update on the city's storm drain project at HHS's practice field. Ms. Kind replied the city is aware the district is not interested in proceeding. She added there is an existing easement document, but the district's attorney is determining if it is legally binding. Ms. Kind continued that the city knows the district is not in support of their plans.

Mr. Beaver asked for an update on the 7th Ave. Gym stack. Ms. Kind replied that she is looking at cost effective solutions that still provide safety Central School's playground.

VII. SUPERINTENDENT'S REPORT

There was no superintendent's report.

VIII. ADJOURNMENT

Mr. Beaver adjourned the meeting at 1:10pm. The next Facilities & Maintenance Committee Meeting will be January 6, 2020.