



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 & Maintenance Committee

Lincoln Campus

and via Microsoft Teams

Monday, October 3rd, 2022, Noon

MINUTES

ATTENDEES

Trustees: Others:

Luke Muszkiewicz, Committee Chair
Siobhan Hathhorn, Committee Member
Terry Beaver, Committee Member

Rex Weltz, Superintendent
Janelle Mickelson, Business Manager
Todd Verrill, Facilities Director
Josh McKay, Assistant Superintendent
Rob Brewer, Facilities Manager
Barb Ridgway, Chief of Staff
Brian Cummings, Assistant Superintendent
Gary Myers, Director of Educational Technology
Karen Ogden, Communications Officer
Jane Shawn, HEA President
Klint Fischer, SMA Architects
Tim Meldrum, SMA Architects
Riley Ford, Guest of the Public
Kevin Flanagan, NAC Architecture

I. CALL TO ORDER

Committee Chair Luke Muszkiewicz called the meeting to order at 12:01 p.m.

II. GENERAL PUBLIC COMMENT

No comments were offered.

III. REVIEW OF AGENDA

No changes were made to the agenda.

IV. REVIEW OF MINUTES

Minutes from the 09.12.22 Facilities and Maintenance committee meeting were reviewed and approved.

V. NEW BUSINESS

A. SMA Facilities Master Plan Update

Klint Fischer, Principal + Director with SMA Architects, gave an update on the Facilities Master Plan. During the last two weeks SMA/NAC have received requested information regarding enrollment, demographics, deferred maintenance and building plans from Todd Verrill, Facilities Director for Helena Public Schools. SMA/NAC have been compiling and organizing provided information into a master spreadsheet for analysis. On 09/29/22 Klint Fisher attended the Facility Safety and Security Assessment walkthrough at Rossiter Elementary. SMA/NAC are developing strategies for District Administration and Staff surveys. Klint Fisher has been coordinating with Josh McKay and Brian Cummings and has a meeting scheduled for October 6th to review notes from their previous administration interviews, and there will be a continued analysis of district enrollment history, trends, and demographic information. SMA/NAC will be working with Trustee Luke Muszkiewicz to finalize a date and time for the first Key Community Stakeholder meeting, and SMA/NAC will be developing the goals and agenda for that first meeting.

B. HPS Facilities Projects Update

Todd Verrill, HPS Facilities Director, gave a facilities and maintenance update for Helena Public Schools. Building and reserve projects from the last six months include: Lincoln, Jefferson, and Four Georgians reroof, HHS gym floor refinish warranty work ongoing to address punch list issues), CHS and Rossiter flooring replacement (select classrooms), CHS and HHS HVAC duct cleaning, and CR Anderson LED lighting upgrades (school-wide). Maintenance projects over the past six months include Jefferson Elementary interior repainting, CHS natural gas line remount on shops, HHS replacement auto lift, HHS laser engraver installed at shop, and HHS duct repair after

summer flooding. Custodian projects from the past six months include gym floor resurfacing (strip and wax) at: Smith, HMS, CRA upper and lower gyms, Kessler, Jefferson, Warren, Four Georgians, Hawthorne, Capital, HHS upper gym, Central, Bryant, Jim Darcy, and Rossiter. Other custodial projects include HHS band room carpet tile replacement, HHS hallway tile replacement (as needed), and all school's classroom and hallway cleaning (start of school year cleaning). Safety and security projects that took place the past six months include Smith fire escape recertification by Stahly Engineering, lead in schools (continued mitigation, install filters and signage), playground safety inspection training for paras and day custodians, and emergency dial code training with new principals and office staff.

Mr. Verrill moved on to discuss current facilities and maintenance projects occurring in the district including Vigilante Stadium ticket booths repainting, Jim Darcy pavilion (in conjunction with JD PTO), shot clocks for HHS, CHS, Bryant, and Central (awaiting parts), and safety and security bond projects including safety fences around Jim Darcy retention ponds, and door replacement at Rossiter and Hawthorne (awaiting parts). Other projects include HHS pressure reducing valve (pressure spikes damaged bottle fill stations-awaiting parts). There have also been sprinkler and sod installations at HMS boulevard (Rodney Street), and winterization projects (irrigation blow-out at all schools, and fall pruning).

Mr. Verrill concluded by discussing future facilities and maintenance projects in the district including CR Anderson partial roof replacement, Smith Elementary School gym roof replacement, CHS tennis court rehabilitation, CHS auditorium lighting upgrade, CHS gym floor refinishing, Warren Elementary School water treatment system, and various school interior repainting projects.

VI. BOARD COMMENT

The trustees had an in-depth conversation about the bleachers at Vigilante Stadium and tennis courts in the district and stressed the importance of keeping up with a routine maintenance plan for the tennis courts so they last longer. The trustees discussed a piece of land located near Jim Darcy and determined that it would be a good idea to have a preliminary conversation with the county about the lot.

VII. ADJOURNMENT

Committee Chair Luke Muszkiewicz adjourned the meeting at 1:02 p.m.