**Facilities Subcommittee of the Board of Education**

2020 Bonar Street, Room 125, Berkeley, CA 94702

**Meeting Notes August 8, 2018 9:05 – 10:21**

**Subcommittee Members:** Board Member Judy Appel, Board Member Karen Hemphill

**District Staff:** Lew Jones, Interim Executive Director of Facilities, Chanita Stevenson, Facilities Analyst

1. **Meeting was called to order at 9:05 am.**
2. **Approval of Minutes of Facilities Subcommittee Meeting Held June 20, 2018 – request to amend presentation to the Board.**
3. **Public Comment**

None

1. **Information Updates**
   1. Update on Facilities Masterplan

Marcus Hibser of Hibser Yamauchi Architect presented update and discussed: What is a master facilities plan? It can be a plan of a District’s need, or vision of the District. It is common to not have enough money to meet the ideal, but the goal is to get there eventually. It is important to prioritize projects as part of the master plan.

Several examples from other districts were shared including:

San Rafael City Schools, Glenview – after assessment the priority was determined to be the multi-purpose room;

Benicia – critical portable replacement due to too many students;

San Bruno – consolidation to operate better due to not enough students.

Superintendent’s work group session discussed parity and equity definitions.

Committee requested Safety be included in the master plan, the importance of equity across the District and the need for window replacement at BAM.

All students are to be accommodated include special needs and career tech.

Steve Collins, Maintenance Manager, stated the importance of sustainable construction and energy efficiency which could be included as part of the educational goals as well.

The goal is to develop a Project list which is achievable.

Anticipated Process: assessments, planning sites, plan District, refine plan for implementation and finalize plan.

Master Planning team is currently assessing every campus.

Meetings will be held with different departments of District: technology, VAPA, SPED, M&O, Ed Services, Food Services, Communications, Pools & Parks, etc. The more people giving input, the better the outcome.

Committee suggests we include Berkeley City College.

Chanita Stevenson, Facilities Analyst, suggested our most important stakeholders be included: students.

Communication protocol: sites, departments and superintendent, then develop masterplan for each site. There will be one meeting per zone (4 schools together at once) therefore no isolation for each site. This expands commentary and opens suggestions and ideas.

There will be one meeting for each middle school and one meeting for the high school.

Then we will have a “Roadshow” to share everything that has been learned and finally present to the Board of Education.

Committee requested the master plan includes items that we didn’t have funds for in current bond.

*Committee requests a full list of all properties in District.*

**Facilities Plan Update**

Bill Savidge, facilities consultant, provided an updated on all the department’s current projects.

Construction

BHS Field – 8/8 completion

Committee requested a ribbon cutting to celebrate project.

CTE BHS 8/22 completion

Mendez roofing: signage will be installed by start of school

BTA – furniture ordered, signage directing to new entry, power washing complete

King auditorium approved by DSA – bidding fall

VAPA approved by DSA – bidding fall

BCM – minor modernization, new design for future project

Design

BCT – intensive walk-throughs, Geotech RFP, materials testing for Little Theater, Landmarks Preservation Commission meeting, Little Theater rigging in September

Oxford is in schematic design.

West Campus – 2 parts: classrooms and auditorium (anticipating longer approval time for auditorium)

Caféteria/Kitchen projects are in schematic design.

Longfellow Makerspace – submitted to DSA, need to certify legacy project.

Rosa Parks – due to duration of project and impact to space there will be a need for a temporary cafeteria and kitchen.

Developer fee collections will be by appointment only. The process is being streamlined to be respectful of staff’s time.

Pauline Follansbee, Assistant Superintendent of Business Services reported we have sold bonds, with more than 7 bidders at 3.4299%

*Committee requesting list of all projects completed in bond.*

1. **Next Meeting Date: September 5, 2018**
   1. Property List
   2. Expectations and promises - deferred

**Meeting was adjourned at 10:21.**