

Colonial School District
District Operations
Facilities Management/Transportation Committee
Meeting Minutes
3/3/2016 – 7:30 AM

Board Committee Liaison and School Board Member Alan Tabachnick called the meeting to order at 7:30 AM.

Other Committee Members Present: Bernie Brady

Other Board Members Present: Sue Moore, Beth Suchsland, Mel Brodsky, Felix Raimondo

Also Attending: Terry R. Yemm, Director of Operations; Trevor Jackson, Business Manager; Dave Sherman, Community Relations, Linda Doll, Community Resident

Public Comment on the Agenda: None

An update was provided on the status of the PW renovation. At the present time the project is running smoothly and on schedule. The projected date for the contractor to turn the majority of project over to the district is March 4, 2016. Due to a delayed delivery schedule for some HVAC equipment, the security office, school store and bank will not be ready for use on March 4th. Once the HVAC equipment arrives on site, the equipment will be installed and the rooms will be used as designed and constructed.

The schedule for the opening of the new cafeteria was presented to the committee. The Senior Citizens luncheon will be held in the new cafeteria on March 12th. This will be the first time the new kitchen will be used. On March 14th, the scatter serve area will be used for the first time by members of the senior class. Meals will be prepared for members of the senior and junior class on March 16th. On March 17th the new cafeteria, kitchen and scatter serve area will be used by all students. Any concern or problems that arise will be addressed immediately or during the spring break. The new cafeteria will be in full use on Monday March 28th.

A brief discussion took place regarding whether or not the scatter serve system at PW high school will be in compliance with the National School Lunch program. Mr. Yemm indicated that he discussed this concern with Ms. Lori McCoy, Director of Food Services, and that Ms. McCoy confirmed that the scatter serve system will be in compliance with the program. At the conclusion of the discussion a decision was made to invite Ms. McCoy to attend the April FM/T Committee meeting and provide details regarding the scatter serve system and the National School Lunch program.

An update was provided on the approval process for the Victory Field #2 and baseball complex synthetic turf project. The engineers are working closely with the Whitmarsh Township engineer and finalizing the storm water management plans. Based on the

current timetable the project will be out for bid in the middle of March. The Facilities Management Department is negotiating with Musco Lighting for a preferred price for LED lights for the baseball complex. This type of lighting is state-of-the-art and very expensive. Musco lights are installed on Victory Field #1 and #3 and at the Colonial Stadium. The lights that are in Colonial Stadium are a different style than the lights on Victory Fields. Musco promotes both styles of lighting as well as the new LED lights. The installation of LED lights would give the ability for Musco to use our campus as a showplace for other entities considering Musco lighting. The hope is that Musco takes this into consideration and provides a substantial discount for the LED lights. Mr. Yemm told the committee members that he is instructing the architect to request that the supply and installation of LED lighting is provided as an alternate in the bid package.

A brief discussion took place regarding concerns over parking for high school graduation in June. Due to the construction work going on at the high school we will not be able to use two of our parking lots for cars at graduation. In addition, the JV baseball field, used for overflow parking, will be under construction. The Facilities Management Department is exploring alternatives including the use of shuttle buses and local facilities for additional parking. The committee will be apprised as we get closer to graduation.

Results of a request for proposal (RFP) for the Transportation Department was provided for committee review. The proposal was for transportation services for Saint Phillip Neri. Three companies provided proposals for the service. Sague Transportation provided the lowest annual cost for the service required. Accordingly, the district will enter into a contractual agreement with Sague Transportation. The term of this agreement will run concurrent with the agreement that the district has with First Student for district-wide transportation services.

A plan for improving traffic flow for student pick up and drop off at the CMS was provided. Due to the number of parents dropping off and picking up their students the line of cars frequently extends out onto Belvoir Road creating safety concerns. It was determined that the main cause of the problem is the amount of time it takes to make a left hand turn when exiting the parking lot. A decision was made to force all drivers to turn right only when exiting the parking lot during the morning and afternoon hours. Signs that read "right turn only" during certain hours were installed. In addition, the drop off location was changed to allow for more cars in the parking lot waiting for drop-off. As a result a significant improvement in traffic flow has taken place.

Mr. Yemm provided details of some short term improvements for air temperature and air flow in PE, RP and WE. Ventilation fans have been installed in key locations that will pull air through the corridors. Window blinds and shades have been installed in strategic locations to limit temperature increases as a result of sun load. When high temperatures are predicted the custodial supervisor of each of these schools will put certain processes into place that will help improve air flow and help to keep the temperatures as low as possible.

Additional Public Comment on the Agenda: None.

There being no further business before the committee, Mr. Tabachnick adjourned the meeting at approximately 8:31 AM.

Respectfully submitted,

Terry R. Yemm
Director of Operations