

Steering Committee Meeting Report

Date: June 25, 2008
Project: 2008 Dexter Community Schools Bond, Phase 1 Projects
Owner: Dexter Community Schools
A/E#: 2466.39 PF
Location: Dexter High School Media Ctr. **Time:** June 5th at 6:00 p.m.

Attendee:

Dick Lundy
Ron Darr
Larry Cobler
Evelyn Shirk
Mary Marshall
Dave LaFerle
Sharon Raschke

Representing:

School Board Member
School Board Member
School Board Member
Superintendent
Asst Superintendent
Buildings and Grounds Director
Exec Director Business and Finance

Jerry Brand
Gabe Alvey
Bob McGraw

Granger Construction
Kingscott
Kingscott

Discussion:

The following represents our understanding of the information presented and decisions accepted during the above dated meeting. All additions, corrections and clarifications are to be submitted to Kingscott within (5) days of receipt.

Item No. 1: Finalize Decision Structure

+Input groups or committees will be formed to make decisions for larger and district wide projects such as Technology and Transportation. Other individual building or facility upgrades will be reviewed by the building principals or appointed individual. For instance the Athletic Director would make recommendations regarding athletic facilities, to the steering committee.

+There will be progress reviews throughout the design and documentation phases. Kingscott and Granger recommend one review at completion of final design and construction documents, with the steering committee. Other meetings and reviews would be held with input groups/individuals and the Steering Committee throughout the process, with final presentation to the school board.

Item No. 2: Steering Committee Schedule

+The next Steering Committee meeting will be on June 26th at 3:00 to 5:00 p.m., and then every other week after. (Add dates)

Item No. 3: Program Issues

+DHS Nutrition Lab:

There has been a request to add a new nutrition lab, using half of the existing technology lab and adjacent unused small classroom. Currently the Technology Lab is indicated to be divided into (2) science labs, as outlined in the Bond Proposal. The decision was made to defer the review to the DHS principal. *Update: (Conversation between Kingscott, Granger & DHS Principal prior to last Steering Committee Meeting; DHS principal is considering how best to use the existing space and is considering recommendations based upon program needs. Kingscott to follow up with the DHS Principal as programming progresses for the High School spaces.)*

+DHS CBL (Computer Based Lab):

The science department has requested the use of a small classroom space adjacent to the existing tech lab, which is being remodeled into the new science labs. The science department already possesses the computer equipment for this lab; they just need a space in which to use the equipment. The decision was made to defer the review to the DHS principal. Kingscott will meet with the DHS Principal to review this issue.

+DHS/Creekside Athletics:

Athletics is requesting that the budget for the projects at the Football Stadium and Creekside locker room improvements be re-prioritized to create a "Field House" Facility at the Football Stadium. This may also be able to be enhanced by funding from the athletics boosters. The steering committee has authorized Kingscott and Granger to investigate options to present for feasibility review.

+General procedure for resolving issues at each building project.

1. Review issues with the building principal before presenting to the steering committee. If the building principal is uncomfortable making recommendations then the issue will be deferred to the steering committee for review.
2. The steering committee is willing to allow principals to review changes in scope providing the following:
 - a. The revenue remains neutral
 - b. No other party or group is disadvantaged by the decision.
3. Principals must review educational/building issues.
4. After review from Kingscott and Granger, if it is decided that the change is outside the scope, budget or overall intent of the project, then this must be brought to the steering committee for review.
5. Additional opportunity for community input beyond that obtained through input groups/individuals will be provided at Board presentations/project updates.

+ "Green" Planning & Designing is important to Dexter Community Schools and should be pursued as much as budget allows.

+A request was made to push up the new PA systems planned for Bates & Wylie in Phase 1 rather than waiting until Phase 2. Kingscott encouraged the district to keep the projects grouped as planned, rather than un-bundling them into individual pieces. The current grouping of projects will provide greater efficiency and allow for overall better project management. The decision was made to leave this work in Phase 2.

Respectfully Submitted,

KINGSCOTT

Gabe Alvey
Project Architect