

**PCSD Master Planning Steering Committee
Minutes June 24, 2015**

Member Present: Moe Hickey, Lorie Pearce, Todd Hauber, Rory Murphy, Sean Morgan, Moe Hickey, Bob O'Connor, Mark Parker, Jamie Sheetz.

Guests: Nancy Garrison, Julie Eihausen, Katie Eldridge, Ann Ober, Emily Sutherland. Bob Edmiston

Mark made a motion to approve the minutes from the June 17, 2015 meeting. Moe seconded the motion. Minutes were approved.

Next Steps for Master Plan Process

Sean shared information with the committee about where we are and next steps. This committee was formed to help us get some direction and get the ball moving down the field in the right direction. We are at a critical point in the process where we have a rough plan. We are now going to the community to get more input for presentation to the Board. There is only so much that this group can do. We will need to start hiring some consultants to help us such as a project manager.

Rory - A project manager is critical. We are looking at an enormous amount of work ahead of us. You have to have someone who knows what they are doing.

Ann - The city hires project managers on a contract basis.

Sean – This person will need to be on contract for the duration of this project. It is the recommendation of both Sean and Rory that a scope of work is developed and that this person is brought on as soon as possible.

Todd - The steering committee will come to an end when the final proposal goes to the Board. We would like to have a project manager in place at this time to move forward, probably mid August.

Sean-There is still input that we need from stakeholders for each project within the master plan.

Rory – Programming still needs to be done, so the committees that we have put together should be working on this since they know their building or needs better than the committee.

Bond Community Survey Consultant

Todd will be Meeting tomorrow with Lighthouse Research to discuss what the survey would include and the price tag.

Update from Sub Committees (define goals & timeline)

Emily and Traci 5/8 Update

Emily has talked with Traci and she has questions about the sub committee and its purpose. Specifically what is the role of this committee and the purpose? What are the expectations and timeline for the committees?

Rory – The purpose would be for programming. We want the subcommittee to be able to say what they need in the way of classroom space or common space to function.

Sean – What are the curriculum needs, relationship between spaces and uses? Look at the things that work or don't work at the current facility and how do we solve that.

PCHS Remodel

Bob has formed his committee to discuss the high school addition and he shared the schematic for review. Questions need to be answered about some of the infrastructure before they can move forward. The group is adamant that if we build two wings, that will be enough space for 20 years. They will need 16 classrooms to house the 9th graders.

Remodel McPolin

Bob had a few follow up questions before meeting with his committee. One idea that has been discussed is that McPolin would go to a four-classroom model and move away from the school wide DI school.

Athletic Facilities

Jamie has a group of parents, coaches and students on his committee. He asked the group to share concerns with him and then when they meet, they will review the schematic and move forward.

Financing/ Bond Campaign

Todd has been working with the financial advisor and once he has his committee in place, he will present this information to them for review.

Rory, Sean and Todd have discussed interest rates and the rough gauge now is 5% inflation for construction costs per year.

Communications Plan (PTO/PTAs, teachers/faculty, community)

Katie has been working with Andrew to make changes to the website so that it is more user friendly. We will have a draft of a letter that the committee members can send out to contracts to keep them updated on what is going on with the committee.

We are reaching out to local media to determine how we are going to be covering the next community presentations.

Next Steps

Sean is asking the committee to come to the next meeting with:
Sub committees know what their expectations are and they should come back ready to share feedback.
Review grade realignment documents and send feedback to co-chairs or Ember.

The Steering Committee will continue to meet every Wednesday, at 4:00 pm.

Meeting adjourned at 5:15 pm

Schedule/Timeline-

- Monday, June 29- Draft Master Plan Community Presentation, District Office, 3:30 PM
- Monday, July 6– Draft Master Plan Community Presentation, EHMS, Auditorium, 5:30 PM
- Tuesday, July 21- Draft Master Plan Community Presentation, PCHS, Lecture Hall, 6:00 PM
- Tuesday, August 11- Present Final Master Plan and Detailed Cost Estimate to School Board
- Tuesday, August 18- School Board vote on Bond amount
- Thurs, August 20- Resolution to bond due/ Start Bond Campaign
- November 2015- Bond Election