

## PTO Meeting Minutes

October 13, 2009

I. Attendees (21): Josh Baldner, Jennifer O'Brien, Renae Foxhoven, Christy Earles, Stephanie Swope, Betsy Shehigian, Doug Abernathy with RTA Architects, Steve Schumacher (Project Manager for Mesa Bond Program Renovation/Additions), Diana Fields, Chris Hunt, Gina Kelman, Don Gillespie, Scott Muller, Asnat Macoosh, Tammy Muller, Linda Garby, Ning Mosberger, Deborah Mensch, Shelly Mahon, Degan Hambacher, Sarah Heilbronner.

Ii. Approval of Minutes: The minutes from the Sept 8, 2009 meeting were approved.

### Iii. Update from Josh: Tutor Hires

The hiring for Tutoring for this school year is now complete. The coverage of extra tutoring at the beginning of this year by Betsy Kabrick were covered by District Funds, and did not need to be funded by allocated PTO tutoring funds.

Interviewed applicants included those with teaching degrees. The hired tutors are Alex Zinga for Math and Meire Braga Martini for Literacy. This new literacy spot allows extra literacy support for fourth and fifth grade without having to stretch the current literacy support for the younger grades, and is a direct result of PTO's fundraising and support of academic tutors.

### IV. Bond Program: Special Presentation about the Scope of the Program.

Participants in the process:

Doug Abernathy, the Architect with RTA Architects, and Steve Schumacher, who is the Project Manager for the Bond Program at Mesa, attended the meeting to answer questions about the Bond Program and to make a presentation on the Scope of the program.

The Design Advisory Team (DAT), which includes Josh Baldner (Principal), Doug Abernathy, and a set of Mesa parents who signed up this past Spring to participate as voting members, meets weekly during the planning phase of the project. There have been 2 meetings thus far. Other Mesa parents can audit the meetings (but will not be voting members).

The Architecture firm is RTA Architects, based in Colorado Springs, CO. This firm has worked for 3 years on projects with BVSD, and a full one third of their projects are education related, including 10 elementary schools and 30 school renovation projects over the past 10 years.

The Builders for the project are Adolfson and Peterson. Boulder has multiple stipulations regarding construction times allowed during the day, etc, and these builders have reportedly been very good about being aware and adhering to these city rules.

Cost/Budget:

The total cost of the Mesa Bond Project is \$3.3 million. Please see the "Bond Scope/Budget" attachment regarding the four Priority categories, and what are included in each category.

The Mesa Bond Project Schedule is as follows:

1 - Schematic Design	Sept - Oct. 22, 2009
2 -- Design Development	Oct. 23 - Nov. 12, 2009
3 - Construction Development	Nov. 13 - Feb 16, 2009
4 -- Bid	Feb. 16 - March 9, 2009
5 - Construction	June 2010 through July 2011 (staging will begin in April/May 2010)

The overall goals for the project are:

- 1 -- Fulfill the obligations of the bond scope
- 2 - Minimize disruptions
- 3 - Create a safe, secure and healthy environment
- 4 - Bring Mesa up to current learning environment standards
- 5 - Complete the project on time and within budget
- 6 - Maximize value of the bond scope
- 7 - Provide a design which will minimize or omit the need for portable classrooms
- 8 - Improve occupant circulation
- 9 - Integrate sustainable design practices and materials, Green building, LEED components
- 10 - Provide a design that enhances Mesas Triple A classification
- 11 - Incorporate educational opportunities for the school during design and construction
- 12 - Creating classrooms with solid walls to improve the learning

Questions posed during the course of the Presentation by parents:

A question was raised regarding the current "down" construction market, and whether we might benefit from this, as consumers of construction services.

Since construction costs are approximately 20% less currently, it is hoped that we will be able to obtain 20% more value with the bond dollars.

A question was raised about whether additional funds within the district's Bond allocation would be able to be diverted to Mesa in some fashion.

Allocation of additional funds within the overall Bond Projects for BVSD are predicted to be allocated to Columbine, for any asbestos related issues we may have, and if the scope of our project cannot be met with the current budget.

A question was posed as to the cost of a new roof.

A new roof costs approximately \$350,000.

A question was posed as to whether Asbestos would be addressed.

Asbestos abatement will be abated where it is needed, and the amount of abatement will not be clear until construction fully begins. We have been issued Capital Reserve Funds for Asbestos abatement.

A question was posed as to whether the Electrical system/Building transformer's emitted electromagnetic radiation could be addressed.

Currently, there is no Federal mandate for addressing this in schools, and therefore there is not a current plan to move or change the main transformer. After more discussion, it was noted that RTA and the builders could look into what the cost would be to simply shield the main building's transformer (rather than trying to move the transformer, which would likely be very costly).

A question was posed regarding whether air conditioning would be a considering during the Bond Project.

Air conditioning will be installed in the front office and in the computer lab (where computer systems can get overheated, and generate a lot of heat).

A question was posed as to whether the Computer Lab is currently compliant with the CO Department of Education's standards for computer labs.

Currently it is not compliant, but this is a priority in the Bond Project. The other areas of focus during the bond project include the art room and the gymnasium.

A question was posed as to the current amount of square footage and the total amount that will be renovated and the amount that will be added with additions.

Currently there is approximately 50,000 square feet within Mesa. During the project, 6000-8000 square feet will be renovated, and there will be 12,000 square feet of additions (6000 sq ft of that will be the new gymnasium; the current cafeteria will stay where it is, and will expand into the current gymnasium to decrease noise, and consideration is being given to a more community based lunch room with round tables).

A question was posed about including energy efficiency during the project.

The windows are single pane currently, and are currently listed as an alternate, as far as priorities in the bond project. The roof will receive increased insulation, to improve heat gain.

The drop-off circulation and bike access will be addressed eventually, even if they ultimately are not addressed in this project.

Much discussion ensued about the Upper Deck Athletic Field, including improved access to this space.

A question was asked about Struther's Open Space.

This is a potential site for the acquisition and utilization of future grant money.

Josh clarified that the "Special Education Space" which is included under "Priority 2" of the project refers to office space for personnel, not classroom space.

A question was asked about whether the computer lab's configuration would be the usual rows of computers, or if it would be an alternate model.

This has not yet been discussed during the DAT meetings - currently only the location and square footage has been discussed.

A question was asked regarding whether there would be some equality among classrooms when renovations were made (specifically re: technology such as "smart boards").

When funds for "Computer Replacement" become available to Mesa, we might not need computers specifically and thus could use the funds for classrooms, such as ceiling mounted LCD projectors, which is a current priority for every classroom. Also, teachers have indicated that document cameras are a priority, rather than "smart boards."

Regarding locations of various parts of the school: the Entry will be on the south side of the school, the new classrooms are currently undecided as to where they are going to be located, and the gymnasium will be on the SW corner.

A question was made regarding the addition of more solar panels.

This is undecided at this point, re: cost vs. what funds will be available after the items included in scope are addressed.

A question was made regarding parking and the current play structures.

If expansion of parking extends in to the South and Southwest parts of the property, it has been discussed that the K/1st/2<sup>nd</sup> grade playgrounds and the 3<sup>rd</sup>/4<sup>th</sup>/5<sup>th</sup> grade playgrounds could potentially both be located in the North part of the property.

A question was posed about the location of the garden, and whether it would be expanded.

The location is not yet decided and will be discussed at the next DAT meeting in two weeks.

A question was made as to whether the structure would remain a one story building.

Because of the concerns in Boulder about views (of the mountains), and the expense involved in making the structure 2 stories, it will remain a one story structure. If the footprint of the school was an issue, it would be considered, but currently we have enough land/property space to proceed with the one story model.

A question was posed about whether sod would be put in within the Upper Deck Athletic field, and what is the cost?

The cost is approximately \$1-2 per square foot, which includes replacing the irrigation and putting down sod. This will be discussed at the next DAT meeting in 2 weeks. Currently irrigation is under the "Priority 2" category, which is a funded category. Currently \$132,000 is allocated specifically for irrigation.

A question was posed regarding whether shading of current solar panels would be an issue with the new building (gymnasium). This will definitely be addressed.

A question was posed as to when the Design Development estimate would be complete. This is projected to be completed by April 2010.

This completed the presentation and question/answer session. At the next PTO meeting, an additional update will be made about the Bond Project.

#### V. PTO Updates

- a. Directory: has been distributed.
- b. Student pictures: retakes are Nov. 4, 2009.
- c. Fall Festival: after expenses, \$4043.99 was raised, slightly more than was expected.
- d. Walk-to-school day: will be Nov. 7, 2009.
- e. Scholastic Book Fair: This annual event may be moved to Spring for the next school year, since the school year has numerous Fall PTO events.
- f. Mini Grants: There were 17 requests, two of which were denied (only because they can be funded elsewhere within Mesa), one of which was partially funded, and the remainder of which were fully approved, for a total distribution of \$4,165.40 in mini-grants. Diana Fields moved to approve these grants, and Betsy Shehigian seconded the motion. Mini-grants as itemized by the committee are therefore approved.
- g. BVSD Gift Policy: This will be clarified for everyone once again this year, in the November Newsletter.

#### VI. PTO Budget Update

- a. Bookfair income: currently on budget
- b. Cartridges are listed currently on the profit and loss statement, but the company that has done this for us is no longer doing this fundraiser, and thus this will be removed.
- c. Directories - income from this was slightly over expected income for this fundraiser.
- d. Grocery Certificate Program: current income is \$500 greater than last year

- e. Payback books: Made \$1000 less this year; next year this book won't go home with all students, but rather will be available as a line item in the registration packet for those that choose to buy it, which will then be available at the Mesa table
- f. Expenses: overall, on target thus far.

Budget was approved.

## VII. Additional PTO Fundraising Updates

a. CU Nov. 7 Football game: \$15 per ticket, and Mesa receives \$5 per ticket. The emphasis on this is that it is a Community Event where Mesa families and staff can get together for fun.

In the future we are looking to do a "Noodles Night," which would be appealing to do as a Community event, and since it is a local company we would like to support, with 20% of proceeds going to Mesa.

b. Jamba Juice also offers a "smoothie" fundraiser which some schools have used as an afterschool fundraiser. However, it was discussed that our preference would be to do this as an adjunct to future evening events, rather than having something this commercial on the school premises after the school day is complete.

c. The Capri Sun pouches/cork fundraiser requires a very large quantity of pouches/corks for very little return, and thus we are not proceeding with this fundraiser.

### d. Classroom Appreciation Gifts (Annual gift From Mesa PTO to Mesa teachers)

These checks of \$100 each are given to teachers each year for use in their classrooms. In the past this has included 26 teachers, 2 checks for special education, one for I CAN, one for the adaptive program, and one for computer and library.

It was discussed that one check will be made for Special Education (as only one check has been utilized in the past, out of the 2 issued), and that 2 checks would be made for computer + library, even though this is one teacher this year (since 2 areas are covered by this teacher).

The "Impact On Education" grant deadline is November 2, and thus we will not apply this year, but will apply again next year. Ideas of who might be nominated next year were discussed.

The next meeting will be held on Tuesday, November 19, 2009.

Adjourned.

Submitted by co-secretaries Betsy Shehigian and Stephanie Swope.