

Highland School District #203
Board Work Study Meeting
Highland District Office
June 7, 2016

Board Vice Chair Nikki Keller convened the Board Work Study Meeting at 8:04 a.m. Others present were Board Members David Barnes; Superintendent Mark Anderson; Director of Business and Operations Francis Badu; HHS/HJH Assistant Principal Don Strother; District IT Technician Carlos Alvarez; and Recording Secretary Julie Notman. Board member Lupita Flores was excused. Board members Chris Garent and Matt Barker were unable to be present, Chris joined via telephone conference call.

Between 7:00 and 8:00 a.m.-Informal:

District IT Tech Carlos Alvarez set-up Nikki and David with their new Surface devices. He left at 7:30 a.m.

Assistant Principal Don Strother explained the updates to the HHS and HJH Student Handbooks. Some of the updates are to more closely align with WAC's and RCW's, some are to update the handbooks so they contain the same topics and language. Next Don described a school-wide positive behavior program the admin plans to implement with the 2016-17 school year. He detailed how it will provide a common method for addressing problems in and beyond the classroom utilizing such tools as a student refocus form, a matrix for discipline to ensure consistency, and a reward plan. He anticipates it will reduce discipline, increase attendance and help improve academic success.

Don left at 7:40 a.m.

Ryan Monson joined the meeting at 8:00 a.m.

Chris Garent joined the meeting at 8:04 a.m. via telephone conference call.

Ryan provided two documents about architect/engineering fees plus the CTE Cost Projection chart and described the two formulas for setting A/E fees for Public Works building projects: one is a set fee formula based on square footage and the other is a construction cost percentage based formula. He noted that per the Office of Financial Management (OFM) fees for a remodel construction project are allowed to be up to 3% higher as that type of project tends to be more complex. Our CTE building project is complex due to the age of the building, the lack of information about the building, anticipated hazardous material removal, changes in the interior design, and the fact that the project is behind schedule at this point but must move forward rapidly to be completed by the start of school in 2017. Due to those factors he is proposing a 12.85% fee (9.85% per state guidelines plus 3% additional for project complexity).

Ryan proposed locking in the fee for the schematic design phase of the project after which the entire scope of the project will be known and a cost estimate for the remainder of the work can be made and the fee made accordingly to stay within the cap. He explained the purpose of the schematic design phase which is to define what components will be included

in the project and what site work is needed. Having enough information allows us to know what options are feasible and the cost to proceed. He provided cost estimates for the schematic phase of the design process. \$1.7 million is the estimated cap for construction costs, price per square foot will vary.

Ryan described an option for updating the sewer connection to be done over the summer. This will be a cost savings as it will be done when students are not on campus and during better weather. Nikki and David felt this to be a good option.

Ryan explained commissioning which is a quality control option for a 3rd party to come to the project to do inspections. This potential cost is not included in the estimates.

It was again noted that the construction cost cap is \$1.7 million although that could vary with unforeseen additional or reduced costs. He was asked and explained that how the architect/engineer fee is shared between the mechanical, electrical, and civil engineers, the construction and technical engineers, the cost estimators and Monson Architects.

Further questions were invited but no one volunteered any.

Ryan left the meeting at 8:28 a.m.

Chris expressed that he does not support the proposal. He feels it is all in favor of the architect, that the delay is on the part of the architect, and that not all costs are covered in the proposal. He feels this is not in the best interest of the kids nor the tax payers. Nikki acknowledged his comments and he was encouraged to stay in the meeting for further discussion but had a conflict and had to leave the conversation.

Chris left the meeting at 8:31 a.m.

David noted that we should lock it in at \$1.7 million and understands there can be additional costs.

Nikki noted it isn't 'just a shop' but a place for kids to go and learn, especially those kids that are outside the mainstream of academia.

Meeting adjourned at 8:35 a.m.

Chair

Secretary