

**WAUNAKEE COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION FACILITY COMMITTEE MEETING**

Thursday, June 1, 2017  
6:00 PM

District Administration & Maintenance Center  
905 Bethel Circle  
Waunakee, Wisconsin 53597

**AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **APPROVE AGENDA**
- IV. **PUBLIC COMMENTS**
- V. **STRATEGIC PLANNING - FACILITIES MAINTENANCE PLAN**

The purpose of this agenda item is to follow up on the strategic planning discussion on the Facilities Maintenance Plan. Attached please find a document that outlines the key questions from the PowerPoint presentation provided last month, and the administrative recommendation for each of the key questions. The administrative recommendations are based on the feedback that we heard from the Facility Committee members at the last meeting.

Administration is seeking feedback on the recommendations from the Facility Committee. The second draft of the budget is being prepared based on these recommendations. Please let me know if you have any questions. You can contact me via email at [ssummers@waunakee.k12.wi.us](mailto:ssummers@waunakee.k12.wi.us) or via phone at 849-2491. Thanks.

- VI. **UPDATE ON PRAIRIE ELEMENTARY SCHOOL SITE ISSUES**

The purpose of this agenda item is to provide an update on the site issues at Prairie Elementary School. As a reminder, several neighbors with properties adjoining Prairie Elementary have been concerned this spring about the additional water drainage impacting their property. Randy Guttenberg provided an update to all School Board members in his email on May 24th. Steve Summers will be contacting local civil engineer Roxanne Johnson to request an independent review of this situation. We will provide you with the latest updates at the meeting. Please let me know if you have any questions on this agenda item. You can contact me via email at [ssummers@waunakee.k12.wi.us](mailto:ssummers@waunakee.k12.wi.us) or via phone at 849-2491. Thanks.

- VII. **SPECIAL EDUCATION SUMMER PROJECTS**

The purpose of this agenda item is to share information on the maintenance projects taking place in the high school and TLC building through the use of Special

Education federal funds. Kurt Eley would like to move forward with maintenance projects this summer in the TLC, and in two special ed rooms at the high school. The cost of these projects will not require School Board approval, as no individual purchase order will exceed \$25,000. At this point, only one purchase order will exceed the approval level for the superintendent (\$10,000). However, we wanted to make the Facility Committee aware of these projects, and the specific requirements for federal funds that differ from our normal processes. As an example, federal law requires multiple quotes on purchases over \$3,000. This requirement includes purchases for services such as electrical even though we are no longer pursuing quotes when using District funds. Please let me know if you have any questions on this agenda item. You can contact me via email at ssummers@waunakee.k12.wi.us or via phone at 849-2491. Thanks.

#### VIII. **APPROVAL OF 2017 SUMMER PROJECTS**

The purpose of this agenda item is request approval on 2017 summer projects. Attached please find an updated summer projects list provided by Joe Bellomo. As a reminder, the School Board approved the replacement of the Middle School gym lights at the May 8th School Board meeting. Administration requested placing a one month delay on any other approvals so that we could complete the strategic planning discussion first. Administration is recommending approval of the attached list, using Fund 10 fund balance dollars as previously discussed during the strategic planning agenda item. We understand the interest in the Facility Committee members for seeing the "big picture" of all of the facility maintenance requests, but a comprehensive facility maintenance plan will take many months to prepare. There are projects that must be completed prior to the start of the next school year (example: Heritage lockers). Please let me know if you have any questions on this agenda item. You can contact me via email at ssummers@waunakee.k12.wi.us or via phone at 849-2491. Thanks.

#### IX. **FUTURE MEETINGS**

The Administration would like to request a Facility Committee meeting between the June 12th School Board meeting and July 10th School Board meeting to discuss at least the following two topics.

- A. Long Range Maintenance Plan Update
- B. North American Mechanical, Inc. (NAMI) Agreement

#### X. **ADJOURN**

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community

School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”