

**PHYSICAL PLANTS AND FACILITIES COMMITTEE  
MINUTES**

AUGUST 25, 2014; 6:00 p.m.

WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

**COMMITTEE MEMBERS PRESENT:**

Ms. Donna Zariczny, Committee Chair  
Mr. Tom Knapp, Committee Member

Ms. Mary Anne Paris, Committee Member  
Dr. Norbert Kennerknecht, Director

**COMMITTEE MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Mr. Arthur Stewart, Board President  
Mr. Paul Mangione, Board Member  
Mr. Michael Zamborik, Board Member  
Mrs. Marcy Morgan, Board Member  
Mr. John Werner, Board Member  
Mrs. Ruth Huck, Board Secretary  
Dr. William Clark, Superintendent  
Mr. Jim Grosch, Director  
Mr. Gary Weber, Director  
Mrs. Amy Stewart, Director

Mrs. Ruth Nelson, Interim Director  
Mr. Brian Collopy, Administrator  
Mr. Mike Kiehl, Administrator  
Mr. Richard Gignac, Administrator  
Mrs. Sue Turner, Administrator  
Mrs. Melissa McLean, Recording Secretary  
Mrs. Lousie Tharp, WCEA President  
Mr. Josh Cotton, *Times Observer*  
Mr. Jon Thomas, Thomas & Williamson  
Approx. 4 Members of the Public

**1. Opening Activities**

**1.1 Call to Order**

Meeting called to order at 6:00 p.m. by Committee Chairperson Ms. Donna Zariczny.

**1.2 Public Comment**

Mike Maxwell	Clarendon, PA	Mr. Maxwell addressed the Committee regarding the recent all-county band exhibition held at Youngsville, and expressed his pride in the accomplishment of all the bands that participated. He stated that he was disappointed to find out that he was not permitted to volunteer his time as a bus driver for the marching band. Mr. Maxwell prepared packets of information regarding his situation which he then distributed to all Board members in attendance, and the Superintendent, and asked for their consideration regarding his situation.
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**2. Old Business**

**2.1 Discussion/Update: Vacant Facilities**

Discussion:

No discussion.

Action:

None.

Motion:

None.

**3. New Business**

**3.1 Master Facilities Plan Recertification**

Discussion:

To proceed with a PlanCon project, and the submission of PlanCon A, the Department of Education requires that a district's Master Facilities Plan be less than two years old. The Board and the District has been adhering to the current Master Facilities Plan, and this motion will recertify it with a current date.

Actions:

Forward motion to Special Board meeting on August 25, 2014.

Motion:

That the Board of School Directors recertifies the Master Facilities Plan and addendum with a completion date of August 25, 2014.

**3.2 Approval of Warren Area High School Educational Specifications  
(Presenter: Mr. Jon Thomas, Thomas & Williamson Program Management)**

Discussion:

Thomas & Williamson Program Management was commissioned by the Board of School Directors to complete the Educational Specifications for Warren Area High School. Mr. Jon Thomas presented the Committee with the completed specifications in written form as well as an overview of the process and the conclusions. Educational Specifications are required by the Department of Education (PDE) as part of a PlanCon project and become part of the District's instructions to the architect that is hired to design the project.

The Educational Specifications' Umbrella Committee was comprised of students, staff, administrators, community members and Board members and met several times over the course of several months. In addition to meeting with the Umbrella Committee, the staff of Thomas & Williamson also met with other stakeholders in the project and/or gave them an opportunity to complete an online survey regarding WAHS.

It is recommended in the Educational Specifications that the renovation to WAHS include: replacement of the HVAC system; new electrical (from switchboard out); new plumbing (from boiler out); new building shell (exterior wall, doors and windows, curtain wall); asbestos abatement and demolition; and new interiors, finishes, fixtures and equipment.

Action:

Forward motion to Special Board meeting on August 25, 2014.

Motion:

That the Board of School Directors approves the Educational Specifications, for Warren Area High School, as submitted by Thomas & Williamson Program Management, and dated August 2014.

### **3.3 PlanCon A for WAHS Renovations (WCSD Project #1301)**

Discussion:

No discussion.

Action:

Forward motion to Special Board meeting on August 25, 2014.

Motion:

That the Board of School Directors approves PlanCon Part A, for the project known as the Warren Area High School Renovations (WCSD Project #1301), for submission to the PA Department of Education. This action certifies that this proposed project is in conformance with the district/CTC's Strategic Plan and its amended Comprehensive Special Education Plan.

### **3.4 PlanCon B for WAHS Renovations (WCSD Project #1301)**

Discussion:

PlanCon B is a technical review conference. There are no Part B forms.

Action:

Forward motion to Special Board meeting on August 25, 2014.

Motion:

That the Board of School Directors approves PlanCon Part B, for the project known as the Warren Area High School Renovations (WCSD Project #1301), for submission to the PA Department of Education.

### **3.5 Proposed Change Order for Parking Lot Light Relocation at Eisenhower (WCSD #1002 & #1203)**

Discussion:

It was stated by the Administration that a request was submitted through the Principal's office at Eisenhower Middle/High School, from the music department, to relocate two light poles in the parking lot to provide additional space for the marching band to practice. The parking lot, and the light poles, were designed specifically according to the applicable building codes and laws, and were approved by the appropriate agencies. To move the poles would cost the District approximately \$32,000.00. This request was previously denied by Administration.

Action:

Administration to discuss alternative spaces with the EMHS music department and present findings under an Informational item at the September 8, 2014 Board meeting.

Motion:

None.

## **4. Informational Items**

### **4.1 Board Initiatives (Project Reports / Timelines)**

Discussion:

**EMHS Renovation & Additions (K-12) (WCSD #1002 & #1203):**

- WCSD is taking possession of classrooms as contractors finish with them.
- Building, with exception of auditorium and music rooms, will be ready for start of school.

**WAHS Renovations (WCSD #1301):**

- Project information is attached on ESB.

**4.2 Utilities Reports**

**4.3 Work Order Reports**

**5. Other**

**6. Closing Activities**

**6.1 Next Meeting**

Next Meeting: September 29, 2014; following CIT; at WCCC.

**6.2 Adjournment**

Meeting adjourned at 7:49 p.m.