

**SCHOOL DISTRICT 52
ENNIS, MADISON COUNTY, MONTANA
AUGUST 30, 2021**

SPECIAL BOARD MEETING 6:00 P.M.

Karen Ketchu	Chairperson
Andrew Henrich	Vice-Chair
Halley Perry	Trustee
Dino Fanelli	Trustee
Kyle Stone	Trustee
Mellissa Newman	Principal
Brian Hilton	Principal
Casey Klasna	Superintendent
Ginger Martello	District Clerk

VISITORS/PUBLIC COMMENT

Mark Qualman – QuEst
Ben Erickson – 45 Architecture
Kim Everts – 45 Architecture
Bill Sherrard – Building Committee Member
Kristi Ranson – Town Council
Lisa Roberts – Community Member

OLD BUSINESS

Consideration to Approve Architect to Proceed with an Alternative Design Option and Consider Additional Fees

Superintendent Klasna explained there have been a few meetings and a work session regarding the building project. The architects have been asked to draft another option. This meeting will be a question-and-answer session to give everyone an opportunity to address any concerns they have. Mr. Qualman, owner's representative, presented information to the board on the process for the project. (See Attached) There will be a lot of opportunity for input throughout the process.

Ben Erickson, 45 Architecture, informed the board the prior design drafts were completed from meetings with staff, students, planning committee and surveys from the parents and community. All three options were different and the one that was picked was a hybrid of the designs. That option closed Charles Street and met with some obstacles. Option D still addresses the criteria from the other plan but puts everything on the same side of Charles Street. The current vo-tech building will stay and be used for adult education classes and administrative parking. It will still add a new gym and possible auditorium with a two-story structure containing JH/HS classrooms. This plan also contains one to two roundabouts on Charles Street and moves the street slightly. This will slow traffic

and provide good access points for drop off and pick up. All designs focused on keeping K-12 together since this seemed to be a priority for many. This is only a design concept and the details regarding sizes and location of spaces will be completed next along with the cost estimate after this meeting. Discussion included, option D being the same square footage as B, show the public the current facility, set up a bond committee, improvements to elementary gym stage, ADA compliance with HS structure, access to lower playground, flexible bond language, option D provides a lot of opportunity for growth, staff housing, educational project first, rigorous process after bond passes, progress reports, community use for track at the 50 acres, community engagement, meetings vs. open house, bond committee being very active, design by democracy is tough, round abouts don't have to happen but will slow traffic, swap easements, Superintendent leading the charge for community information, who is on the bond committee, etc. The board felt comfortable with information being drafted to present to the public at school events and other venues.

NEW BUSINESS

Consideration to Additional Paraprofessional using ESSER Funds

Superintendent Klasna recommended advertising for an additional paraprofessional to help with the additional case load in the Title and Resource areas. The district enrolled thirty-two new students who mostly homeschooled or were remote learners from other states. The district also saw a small decrease in test scores over the last year. This position will allow us to break into smaller groups, maintain cohorts and help in the after-school program. Trustee Henrich made a motion to approve advertising for an additional paraprofessional. Trustee Fanelli seconded the motion. Discussion included, this is an ESSER funded position for three years, how learning loss was factored, missing instruction hours, etc. Chairperson Ketchu called for the vote. All members present were in approval.

Consideration to Approve Substitute Staff List for 2021-2022

The 2021-2022 substitute staff list was presented for approval. Abbi Bliss McKittrick will also be added to the list. The list this year is much better than last year. Trustee Perry made a motion to approve the substitute staff list as presented. Trustee Stone seconded the motion. All members present were in approval.

Consideration to Approve Superintendent Klasna as a Substitute and Activity Bus Driver

Superintendent Klasna asked the board to approve him as a substitute and activity driver due to the shortage of district drivers. Trustee Henrich made a motion to approve Superintendent Klasna as a substitute and activity driver. Trustee Fanelli seconded the motion. Discussion included, does he have the time, burn out, E-bus, school expansion needing his time, Superintendent duties more important, not shutting down routes, cost for compensation, saying "No", only as a last resort, activity driving relieves a route driver, not taking hours from other employees, Mr. Hilton getting certified, etc. Trustee Henrich amended his motion to approve Superintendent Klasna as a substitute and activity driver to be assessed at the November meeting or earlier if needed. Trustee Fanelli seconded the motion. All members present were in approval.

As there was no other business for the attention of the board, the special meeting was adjourned at 8:10 p.m.

ATTEST _____
Ginger Martello, District Clerk

Karen Ketchu, Chairperson

Date Approved

DRAFT

Ennis School District Facilities Expansion / Renovation

Listed below are the *typical* steps in the design evolution of a School District Capital Project. Every project has a timeline that is determined by a lot of independent, individual AND UNITED decisions. I have highlighted “UNITED” as it may seem contradictory to mention individual and united in a decision-making process for a project. The point being, a lot of the great ideas come from individuals contributing to the common goal of having the best possible outcome for the Students, Parents of said Students and the Community at Large. Keeping those thoughts in mind, please consider the process and steps of a TYPICAL project of this type.

PRE-BOND/BOND PHASE: During this phase there is a lot of information gathering that takes place from a number of stakeholders and the community in order for the Architect to develop a plan based on that gathered. During this process, a School Board appointed Planning Committee reviews concepts that fit the program that the Architect develops based upon polling of the different entities and recommends a direction to proceed to develop Bond Materials for marketing the community that contributes to hopefully, a positive outcome at the polls for approval. Listed are the components the Design Team develops for this phase.

- Potential Programming Square Footage Floor Space for the elements to be included in the project. This is typically a spreadsheet listing functions and numerical square footage values.
- Preliminary Site Plan to determine square footage “fits” on the available land and within the prescribed code requirements. Typically will show areas allocated for Parking, but not complete detailing of these ancillary elements that will be designed after the Bond Levy passes.
- Exterior Elevations or Perspectives of major building components that show the *possible* visuals elements and scale. This may or may not show every proposed structure at this point as it may get confusing to the viewer on what they are looking at. This is determined by the Architect and School Board / Planning Committee.
- Graphics with bulleted points describing the project and the design intent for the Community.
- Project Budget is developed based upon generally accepted values for the programmed square footages listed. Exterior components are evaluated to assign a SYSTEM COST for typical Exterior Envelope Systems and included in the Project Budget. Mechanical, Electrical, Fire-Protection & Plumbing narratives are assigned SYSTEMS COSTS based on historical data, modified for future commodities, and included in the Project Budget. On top of these costs, we add the INDIRECT COSTS that are associated with executing a project of this magnitude. Things like Design Fees,



Consultant Fees, System Development Fees, Permit Fees, Financing Fees and Furniture, Fixtures and Equipment budgets for those elements of the Project.

This list is NOT all inclusive and can be added to or subtracted from depending on the direction and type of project. At this point, design is not directed but conceived for further design study, including further input from the Architect, Design Consultants and the Planning Committee / Building Committee. Once we have a DESIGN CONCEPT, and the Bond Levy passes, it's time to move to the next phase of SCHEMATIC DESIGN.

SCHEMATIC DESIGN PHASE: We move to this phase in the evolution of the design after the Bond Levy is passed. A Building Committee if formed to provide design direction and make differential decisions based upon various design options as the project evolves.

- All the Building SCHEMES are developed, Site Plan Schemes including Utilities, Off-Site Improvements, Landscaping Schemes, Parking Schemes, etc., are all developed through Schematic Design. When these Project elements are all schemed, we move into DESIGN DEVELOPMENT.
- This is a typical time to get a Construction Manager / General Contractor on board to assist in budgeting going forward to give input into means and methods, assist with cost information for the various schemes and to begin to "MARKET" the project to the Subcontracting Community and whip up interest for competition in that area.
- Project direction is set at this point as any changes in programming will require re-design and impact to the adjacent components and schedules as well.
- Potential Bidding Alternates will be identified to prevent budget over-runs and identified as such on the plans for bidding purposes to get the best value during that time.

DESIGN DEVELOPMENT PHASE: At this point, all the elements of the Project will be designed. Details will not be complete on how to construct all the components, but general information will be complete to understand what is involved in putting these elements in place. The Building Committee will have direct influence in materials, detailed functionality of programmed space, logistical consideration and schedule direction as well. At this point, the Project design direction is well down the road with considerable input from the Building Committee to get to this point.

- All of the details are developed to show material elements and how each integrates to the building as a whole. Specs are completed to outline manufacturers and general characteristics are shown to allow for bidding competition. Door, Window and Finish Schedules are completed along with Equipment Schedules for MEFP.
- Bidding alternate are identified clearly as such so that bidding contractors can provide cost data at time of bid for the School District to make decisions on direction of these alternates.

50% CONSTRUCTION DOCS / CONSTRUCTION DOCS