

Mission: The Ludington Area School District, in partnership with parents and community, will educate and empower students to adapt and succeed in their future.

Electronic/ Virtual Meeting: Building & Site Committee

Date: May 15, 2020

Time: 7:00 a.m.

Place: Ludington Area School District Administration Office
809 East Tinkham Avenue, Ludington, Michigan

- 1) CALL TO ORDER & ROLL CALL
 Mike Nagle Bret Autrey Stephanie Reed
- 2) CITIZEN PARTICIPATION
- 3) AGENDA MODIFICATION
- 4) DISCUSSION ITEMS
 - a) Bond Project Bid Package #3 Schedule
 - b) Traffic Signal Design, Permit, and Inspection Scope of Services
 - c) School Building Appraisals
 - d) Impact of COVID-19 on Building Design
 - e) Updates from Other Committees
- 5) OTHER ITEMS OF BUSINESS AND ANNOUNCEMENTS
- 6) ADJOURNMENT

This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. Official minutes of the Ludington Board of Education are available for public inspection during normal business hours at the Board of Education's Central Business Office, 809 E. Tinkham Avenue, Ludington, Michigan, 231-845-7303. The Ludington Area School District is an equal opportunity employer and provider. If you are an individual with a disability who is in need of special accommodations to attend or participate in a public meeting please contact Superintendent Jason J. Kennedy at 231-845-7303 at least 24 hours prior to the meeting or as soon as possible.

Memorandum - Office of the Superintendent

To: Board of Education
FROM: Jason Kennedy, Superintendent
RE: Building & Site Committee Meeting ~ Agenda Notes

Meeting Notice and Meeting Access Information:

This notice is given and published pursuant to Executive Order 2020-75 issued by Gretchen Whitmer, Governor of the State of Michigan.

The Personnel/Policy Committee of the Board of Education for Ludington Area School District will meet on Friday, May 15, 2020 at 7:00 am for its monthly meeting as a virtual meeting (online and/or by phone) to protect the health, safety, and welfare of the citizens of Ludington Area School District from Coronavirus/COVID-19, pursuant to law and Executive Order issued by Governor Gretchen Whitmer.

Public comment will be handled using the participant controls of the Google Meet platform. These will be discussed at the start of the meeting. If you are listening by telephone only, you will be called upon by the host during the time for public participation in the meeting.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting and/or to obtain this notice in an alternative format, should contact Superintendent Jason Kennedy, Ludington Area School District at (231) 845-7303 at least twenty-four (24) hours prior to this meeting.

Google Meet Instructions for Participants

To join the conference by telephone:

1. On your phone, dial the teleconferencing number provided below:
 - Phone number: (US) +1 530-777-5699
2. Enter the meeting pin number below when prompted using your touch-tone (DTMF) keypad:
 - Pin number: 603 858 776#

Before the meeting:

1. You will need a computer, tablet, or smartphone with speakers or headphones. You will have the opportunity to check your audio immediately upon joining the meeting.

To join the meeting via video conference or technology device:

1. At the start time of the meeting, click on the link below to join via computer. You may be instructed to download the Google Meet application.

Meeting Link: meet.google.com/qsu-khjp-aqh

CITIZEN PARTICIPATION

Review Board Policy 0167.3: Public Participation at Board Meetings

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

To permit fair and orderly public expression, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, or at the discretion of the presiding officer.
- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to three (3) minutes duration.
- D. No participant may speak more than once.
- E. Participants shall direct all comments to the Board and not to staff or other participants.
- F. The presiding officer may:
 1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
 2. request any individual to leave the meeting when that person does not observe reasonable decorum;
 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
 5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- G. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, but the timeframe will be extended, if necessary, so that no one's right to address the Board will be denied.
- H. Tape or video recordings are permitted. The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and agrees to abide by the following conditions:
 1. No obstructions are created between the Board and the audience.
 2. No interviews are conducted in the meeting room while the Board is in session.
 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

- I. Each Board agenda will include the following statement, "Public participation shall be permitted only as indicated on the order of business."

Revised: January 21, 2019

Legal: M.C.L.A. 15.263(4)(5)(6), 380.1808

DISCUSSION ITEMS

Bond Project Bid Package #3 Schedule

We will discuss the bond project bid package #3 schedule and timeline with the committee and Board of Education. The bid package #3 due date is May 19, 2020 at 1:00 pm, with the public opening of bids to take place that same day. Post bid interviews will be scheduled with the low bidders for each bid category all day on Wednesday, May 20, Thursday, May 21, and Friday May 22, 2020.

Traffic Signal Design, Permit, and Inspection Scope of Services

As discussed with the Board, the District, GMB, Wade Trim, and the Mason County Road Commission have reached agreement on the scope of work required to be completed at the intersection of Jebavy Dr. and Bryant Rd.

Wade Trim has submitted a proposal to the District to complete the design, permit preparation, and inspection of the new traffic signal installation at the intersection of Jebavy Drive and Bryant Road, as part of the new school construction project. The proposal will be discussed with the committee at the meeting on Friday. The Board will be asked to approve the design, permit preparation, and inspection scope of services and professional services agreement at the board meeting on Monday.

The fees for these services are outlined below:

Service	Fee
Traffic Signal Design Scope of Services	\$10,500
Traffic Signal Timing Permit Preparation Scope of Services	\$2,300
Construction Inspection Services	\$17,100

School Building Appraisals

The District has received the appraisals of Foster School, Lakeview Elementary School, and Pere Marquette Early Childhood Center. The appraisals were conducted by Northern Michigan Real Estate Consultants, and was based on market value being defined in the Agencies' appraisal regulations as the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- Buyer and seller are typically motivated;
- Both parties are well informed or well advised, and acting in what they consider their own best interests;
- A reasonable time is allowed for exposure in the open market;
- Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
- The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

The property appraisals will be posted to the District’s website and will be provided to the Board. The table below outlines a brief summary of the appraisal:

Building	Highest and Best Use	Conclusion of Market Value	Estimated Marketing Time
Foster	<u>If vacant</u> : Hold for future development <u>As improved</u> : Use of existing building for neighborhood compatible purpose	\$220,000	12 months or less
Lakeview	<u>If vacant</u> : Hold for future development <u>As improved</u> : Use of existing building for neighborhood compatible purpose	\$165,000	12 months or less
Pere Marquette	<u>If vacant</u> : Hold for future development <u>As improved</u> : Use of existing building for neighborhood compatible purpose	\$100,000	12 months or less

Impact of COVID-19 on Buildings and Design Process

We will discuss the design process and the impact that COVID-19 will have on the building design, as well as the impact that COVID-19 will have on the re-opening of our District to students. We will also discuss the District’s use of CARES Act funding from the federal government on our processes for re-opening, including the purchase of equipment to clean and sanitize the buildings.

Updates from Other Committees

We will review updates from each of the other committees in preparation for the Board meeting on May 18, 2020.