

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

Building & Site Committee Meeting

Date: July 17, 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) Review Owner, Architect, Construction Team Meeting Notes
 - b) Review Architectural Field Report on Elementary School Project
 - c) Update on Building Marketing: Guidance from Thrun Law
 - d) Roof Replacement at South Hamlin
 - e) Updates from Other Committees
 - i) Update on Return to School Planning and COVID-19 Preparedness Response Plan
- 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

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

Review Owner, Architect, Construction Team Meeting Notes

We will review the most recent owner, architect, and construction team meeting notes for the elementary school project as a way to continue to keep the building and site committee apprised of the work and progress at the elementary school project site.

Architectural Field Report on Elementary School Project

We will review the most recent Architectural Field Report on the Elementary School Project that was completed by Jon DenOuden from GMB Architecture + Engineering. Jon is a construction administrator with GMB Architecture + Engineering, and his role is to provide construction management oversight as an employee of the architect to ensure that the project is being constructed according to the architectural design, as specified. This is another layer of oversight to ensure that the project is moving forward and according to design specifications.

Update on Building Marketing: Guidance from Thrun Law

We will discuss an update pertaining to the sale of the vacant school buildings (Foster, Franklin, and Lakeview) after further discussion with Gordon VanWieren at Thrun Law Firm.

Roof Replacement at South Hamlin

We will provide an update on the progress being made to replace the roof at the South Hamlin building. We are on schedule to have the roof replaced and Jesse will provide an update to the committee on this issue.

Return to School Planning and COVID-19 Preparedness Response Plan

We will discuss the draft of the District's Return to School Plan for the 2020-2021 school year and the development of the District's COVID-19 Preparedness Response Plan. We will discuss the work of the District Return to School Task Force, and a plan to seek feedback from the community.

Updates from Other Committees

We will review updates from each of the other committees in preparation for the Board meeting on July 20, 2020.