

Brookwood School District 167  
BUILDING & GROUNDS COMMITTEE  
January 9, 2013  
5:30 p.m.  
Brookwood Middle School Library  
Meeting Notes

Chair: Lorrie Wheeler

Members: Emma Kirtley, Wayne Washington, Hilary Myrick-Winston, Lashon Myers, Ron Sorsby, Deborah Birmingham,

I. Call to Order: 5:33pm

A. Roll Call: Members not present include Wayne Washington, Lashon Myers and Ron Sorsby

II. Approval of December 3, 2012 Minutes

A. Approved by Emma Kirtley, and Hilary Myrick-Winston

III. Discussion

A. Brookwood Middle School Maintenance Projects

- At the last meeting, The Building & Grounds Committee asked Mr Anderson to get new quotes for the Middle School Library carpet project. We received three quotes in total one from Leon's Flooring for \$1500, another from AB Walker for \$2680 and that last quote from John's Paint and Carpet Company for \$2819. This item will be placed on the Agenda for the next school district board meeting. The board will have to decide on the vendor.
- The committee wants to compliment Mr. Anderson for repairing the BMS sign it looks great.

B. Mrs. Wheeler stated that she will be asking that the Board to consider forming a special committee for the new building project.

C. Mrs Winston suggested that forums be held and surveys taken by, staff, students, and community as to what they would like in the New School.

**Questions for the school board**

Q: Are we on target or lagging behind on new building project? If so, could this project end up costing taxpayers extra money?

Q: Can we make a recommendation to lock in prices for new building designing process ASAP?

Q: Do we have a Architect or should there be a issuing of an RFQ for the new building project?

Q: Is there a planning blueprint?.

Q: What method of delivery will be used, Traditional or Construction Manager?

Q: Are those individuals who will be overseeing the project in place (Meaning Architect, Business manager, general contractor)? If so have they met yet? If not, when will we move forward on this aspect?

### **Building & Grounds Committee Recommendations**

- The Buildings & Grounds Committee (BGC) recommends that special a committee to be named Brookwood New Building Project be formed to comprise of parents, students, teachers and community members. The goal is to bring a group of people together to be involved in all aspects of planning for the new middle school building. This committee is appointed by the school board president, however we recommend that at least 3-4 forums are held throughout the planning process for public comments and to share the progress of the project.
- The BGC recommends that the board survey students and parents about what they would like to see in the school by setting up a link on the website or sending home a survey. For example, the district could sponsor a district-wide design contest for students to draw their dream middle school.
- The BGC recommends creating a new building project timeline that can be published for public viewing.
- The BGC recommends if there is not an architect issuing an RFQ for the new building architect. Since the taxpayer is paying for this project it would only be fair to explore all opportunities when it comes to choosing an architect.
- The BGC recommends inviting the business manager to attend buildings and grounds meeting as we move forward with this project.

Next Meeting Scheduled for February 13, 2013 at 5pm

IV. Adjournment: 6:52pm

V. Public Attendees: Gary Peters, Jim Petrakos