

Building Oversight Committee Running Agenda 21-22

[Zoom Link](#)

Links to Agenda Bookmarks:

[1/6/21](#)

[12/2/21](#)

10/28/21

Attendance:

Purpose

The purpose of the Building Oversight Committee is to guide the district to a successful referendum bond vote (targeting June 2022) consisting of the replacement of Pond Cove Elementary School and Cape Elizabeth Middle School and the renovation of Cape Elizabeth High School. The committee will advise Colby Company and Simons Architects in concept design, site selection, phase planning, and community engagement. The committee will inform the School Board when the plan is ready for their consideration in moving the bond referendum forward for Town Council consideration.

Membership

The Committee Shall Consist of the Following Voting Members:

- Two School Board Members (as named by the School Board Chair)
 - One of these School Board members will co-chair this committee with Superintendent Record
 - This School Board member will provide monthly updates to the School Board at the regular monthly meeting
- Two Town Council Members
- Three teachers (selected by Superintendent Record)
- Three staff members (selected by Superintendent Record)
- Two parents (selected by Superintendent Record)
- Two students (selected by Superintendent Record)
 - Non-voting members
- Two community members (selected by Superintendent Record)
- Superintendent
- Assistant Superintendent
- Pond Cove Principal
- CEMS Principal
- CEHS Principal
- Facilities Director

- Business Manager
- Others will be invited to participate in meetings as needed
- Subcommittees may be developed and may invite additional participants as warranted

~ Representatives from Colby Company and Simons Architects will participate in all meetings.

Colby Company Engineering Team Members

- Calen Colby
- Hannah Lilly

Simons Architects Team Member(s)

- Julia Tate

Introductions

- Who are you and why are you interested in serving on this committee
-

Establish Norms (these are draft)

- Have an open mind
- Respect various viewpoints and each other
- Share the air
- Aim for consensus
- Be prepared
- Be transparent
- Participate in sub-committees (at least 1)

Review of Previous Building Committee work up to this point

- Colby Co. Engineering & Simons Architects
 - November 2017 to Present
 - **P Building Oversight Oct 28, 2021.pptx**
 - Why New School Buildings vs Renovate?
 - [Building Committee Materials/Meetings/Reports](#)
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Target Bond Referendum in June 2022

- [Joint Workshop School Board & Town Council \(9/1/21\): Building Project Update](#)
- Backward plan from June 2022
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Establish Sub-committees (ask each for participation in at least one)

- **Site Location of Schools**

- **Purpose:** To work with Colby Engineering & Simon Architects to determine recommendation for school location on the current site plan
 - Examine site plan for options
 - Determine +/- of each option & make a recommendation
- Other
- Members
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- **School Concept Design**

- **Purpose:** To work with Colby Engineering & Simon Architects to collaborate with stakeholders to establish the size and design of the schools (one structure) based upon current & future programming/learning needs and to develop the concept design and renderings, etc.
 - “Right size it” for projected population
 - Student population projections (stable)
 - [NESDEC Cape Elizabeth Enrollment Projections](#)
 - Ordered new projections from NESDEC
 -  **Enrollment Study with Surrounding Districts**
 - Include pre-K in design
 - Modern learning spaces
 - Current research
 - Staff input
 - Student input
 - What do modern schools look like in surrounding communities?
 - Scroll through this [presentation](#) to see what modern schools look like
 - Tours of area schools
 - Environmentally conscious
- - Other
 - Members
 -
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- **Public Outreach**

- **Purpose:** Engage, update, and educate the community about why this project is needed now as an investment in our students, staff, and community.

- Slogan
- Consistent messaging with facts
 - Why was it recommended by the previous Building Committee?
 - Why supported by the School Board?
 -  Cape Schools Project Handout
- Website
- Newspaper
- Video Tour
- Public forums
- School Board & Town Council updates
- Connect with Community Groups
- Neighborhood associations
- Building tours
- Transfer Station
- Flyers/mailings
- Door to door
- Other
- Members
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- **Fiscal**
 - **Purpose:** Examine the projected cost of the project, consider implications of the projected bond market and for the impact if any on the bond rating of the town, and tax implications for our community members
 - Maintaining status quo costs (operations & maintenance)
 - Bond market
 - Bond rating
 - Tax implications
 - Other
 - Members
 -
- **Other**
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What Needs to Be Accomplished by the Next Meeting

- Subcommittees meet at least once (initial chair is school representative)
-

Next Meeting 12/2 (1st Thursday of the month) 6:30 pm, sub-committees meet in between

12/2/21

Reminder of the Purpose

The purpose of the Building Oversight Committee is to guide the district to a successful referendum bond vote (targeting June 2022) consisting of the replacement of Pond Cove Elementary School and Cape Elizabeth Middle School and the renovation of Cape Elizabeth High School. The committee will advise Colby Company and Simons Architects in concept design, site selection, phase planning, and community engagement. The committee will inform the School Board when the plan is ready for their consideration in moving the bond referendum forward for Town Council consideration.

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Introductions

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- **Update on Enrollment Projections**
- **Subcommittee Review of Progress Since our last meeting**
 - Site Location
 - Building Design
 - Fiscal
 - Public Outreach
- **Subcommittee Consideration of Site Location**
- **Review of Referendum Timeline**
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- **Other**

What Needs to Be Accomplished by the Next Meeting

- Subcommittees meet at least once (initial chair is school representative)
-

Next Meeting 1/6/21 (1st Thursday of the month) 6:30 pm

- **Sub Committee Review**
 - **Site Location**
 - **Public Outreach**
 - **School Concept Design**
 - **Fiscal**
- **Consideration of Student Population Estimates and “Right Sizing” of the School**