

Meeting Minutes: Planning Committee – District Office Board Room**Date/Time:** April 18, 2023 – 7:30 a.m.**Start:** 7:30 a.m.**End:** 7:55 a.m.**Committee Members Present:** Jim Johnson, Katie Christensen, Seth Holden, and Tracie Newman**Committee Members Absent:** Nyamal Dei**Board Members Present:****Staff Members Present:** Dr. Rupak Gandhi, Jackie Gapp, Tara Brandner, Dr. Robert Grosz, Missy Eidsness and Dr. Jeff McCanna**Guests:** James Hand**Recorder:** Amy Patterson

Agenda Item	Discussion – Conclusion	Recommendations/Actions
Approval of Meeting Minutes	The Committee reviewed and approved the minutes of the February 21, 2023 meeting after noting several necessary changes.	Minutes will be posted on the Board's section of the public website as revised.
State Historical Society/Teddy Roosevelt Marker	<p>After the last meeting James Hand did some research on the maintenance and upkeep costs for this. He spoke with David Hubin, Bonanzaville, who explained that there are two options: 1) the ethical option: hire a professional museum conservator who would evaluate the proper way to preserve and place the marker and give a recommendation; and 2). The other option suggested was a base that you would put it on and then you would use clips with a UV shield. It's a pretty intense process it goes through in order to protect it from theft and the elements. The closest museum conservator would be out of the Twin Cities, and they are not cheap. It is not simple and thus, the recommendation at this time is to donate it to the State Historical Society of North Dakota. They will decide whether or not to accept the donation.</p> <p>James Hand then opened it up for discussion. Discussion ensued about where the stone would go-- if not here. It could potentially go to the Heritage Center or the Teddy Roosevelt Library. Discussion was had about the costliness and time and effort necessary to keep it here on our property. It's a good opportunity, but is there an option where someone would refurbish and take care of the upkeep but house it here? This question has not been asked yet. A suggestion was made about fundraising for this project. It was also suggested that it could be mounted or displayed somewhere inside the building with a nice plaque explaining its historical importance. It could potentially be placed in the lobby or the Board Room. The upkeep inside the building would be minimal. It would just need a display case or mounting system. There is an educational component to this. The educational component is its history; we teach that. There is a desire to house it here, if we can avoid costly upkeep.</p>	
Bennett Infill Project	This project is moving forward. There are capacity issues at Bennett Elementary and there is a need for two more classrooms. There was a request for portables, but some space was found inside the building on the second level that can be built out into permanent classrooms. The benefits of not using portables is that it would not be temporary, would cost less than bringing in portables and it is easier to maintain and operate. This project should be under \$200,000 and should be complete by July. There are also some safety and security concerns	

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	that will be solved. Discussion was had about the capacity issues. The hope is that next Fall all students will be in the building. Discussion was had about the current and future uses for the portables and the additional classroom space.	
School Construction Loan Application	<p>The District completed the land purchase yesterday. The land was paid for, although we had intended to bond for it. A question was raised about whether or not to take a bit of a pause with the legislative changes that have been brought forth for school construction financing which is usually at a low 2.0% rate (Senate Bill 2284). Do we want to wait and issue the bonds after that time period in the hopes of getting school construction funding?</p> <p>There is no guarantee we would get it. Jackie Gapp indicated that the District is looking for direction on this. Do we want to pay for this \$18 Million project and wait to see what happens or do we want to move forward and issue the bonds for this project? Jackie anticipates we would want to get our paperwork into the state in the hopes of securing funding for the new middle school since it is first-come, first-serve and a lot of the large school districts are also doing large construction projects and will apply for it. Jackie Gapp asked the Committee how they wanted to proceed. Discussion ensued. Jim Johnson pointed out that we would not likely get approved for both the middle school and the land purchase. The fear in waiting is that the Fed is likely going to raise the interest rate at least one more time. If we do not get the funding, we may be at a higher interest rate.</p> <p>Discussion was had about Senate Bill 2284 and how we should proceed. Consensus was reached to proceed with the resolution to issue bonds.</p>	
Long Range Planning	<p>James Hand reported that our deferred maintenance plan has a couple issues. Historically, there has not been a modernization plan. We should be looking at life cycles and every 30 years we should be looking at what the new needs are for the District. We have so many requests coming in, and we can't possibly do all of it. We need a system of weighted priority ranking.</p> <p>The assessment we currently have is very old. At that time, they assessed that we should be operating an ongoing annual maintenance budget of \$4 Million. We are 10 years behind and we are only spending \$2 Million. We need a significant plan, so we are not just patching and patching. They will come in and investigate and walk every single building and provide a data driven analysis of the status of each building and prioritize where the District should invest. They will also produce recommendations for long-term energy saving.</p> <p>We received 7 proposals from a range of firms—local, big national and regional firms. James Hand discussed the 2 firms that are on the shortlist. They bring a lot of expertise working with school districts on these exact issues to the table. It is an extremely broad scope of work. It will require sitting down with the consultant to make sure that we have the best value scope of</p>	

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	<p>work going forward. He is excited about the progress. Interviews will take place on May 2 and a recommendation will be made to the Board for approval. After the work is done, a comprehensive report will go out (probably this time next year. There might be some opportunities to take some buildings offline. Hopefully a year from now we will have a better grasp on what we are doing with all of the schools that we currently have. Discussion was had on the criteria that will be used for recommendations for projects. Recommendations will be made based on all data, including life cycle and other variables. They will look at everything and help guide decisions as we move forward.</p>	
<p>Budget Review (through March)</p>	<p>Jackie Gapp reported that there were a few minor budget adjustments to snow removal, student transportation and fuel oil.</p>	
<p>Next Meeting: May 16, 2023 at 7:30 a.m.</p>		