

Brazosport Independent School District  
Long Range Facilities Planning Committee Meeting  
May 14, 2014

MINUTES

The LRFPCM met at 6:00 p.m., May 14<sup>th</sup>, 2014, at Brazoswood High School, 302 West Brazoswood, Clute, Texas, with the following members present:

**Committee Members Present:**

Bass Brooks	Mary Guilherme	Adam Handley	Jim Martin
Terry McCollough	Al Olvera	Duane Rayburn	Johnnie Redden
Carol Roznovsky	David Stephenson	June Strambler	William Tidwell
Mike Vandaveer	Lynda Villanueva		

**BISD Staff Members Present:**

Jerry Adkins	Monty Burger	John Craig	Irenna Garapetian
Nancy Gardner	Karin Holacka	Brent Jaco	Rebecca Kelley
Lorrie Kloss	Danny Massey	Sandra McCoy-Jackson	
Dan Schaefer	George R. Sullivan		

Items Discussed:

1. Approval of Previous Meeting Minutes

Jim Martin asked that members review all of the previous Meeting Minutes prior to the next meeting, May 27<sup>th</sup>. All Meeting Minutes outstanding will be reviewed and approved at that May 27<sup>th</sup> meeting. Minutes can be found on the BISD website under the Facilities Planning link on the Home Page. All hand-outs from previous meetings are also included on this site.

2. Capacity Methodology/Results

Corgan explained their methodology for calculating student capacity and utilization for school campuses. Then a listing of all district campuses was presented (see attached capacity methodology explanation).

3. Facility Assessment Results

Corgan presented the results of their school facility assessment study. Campuses fell into three distinct categories of conditions; good, fair and poor. Poor was defined as campuses with an overall score above 3.70, mostly consisting of elementary schools constructed 40+ years ago, with common deficiencies such as mechanical, electrical and plumbing systems toward the end of their life cycle, roofs nearing the end of their life cycles, security concerns, accessibility concerns, and classroom sizes smaller than the current Texas Education Agency standards for area.

Committee members were provided a copy of the complete report prior to the meeting for review. For the meeting, each campus condition was summarized noting the overall rating, year constructed, a site aerial photo, floor plan, and a listing of major deficiencies. It was noted that the assessment is a “snapshot” of current (April/May 2014) conditions, which are continually changing. Many deficiencies are being addressed by the 2012 bond program such as roof replacements, security vestibules, technology upgrades, and mechanical equipment upgrades. TEA and building code deficiencies do not require correction to current codes unless the building experiences significant renovation/addition activity. It will be the LRFP Committee’s decision as to a Board recommendation of extent of work that be addressed by a 2014 bond program.

Members questioned the number of portables at use in the District. The exact number was not known but will be looked into and reported at a future meeting.

The issue of asbestos and lead in the region was raised. It was noted that this was not taken into account in the report. However, the district has a plan in place for dealing with this issue. If renovations are to take place at some of the older campus, these items will need to be factored into cost.

Members questioned the number of sites which show over 100% utilization rate. It was noted that these numbers may not reflect what is actually happening at a campus. It was questioned whether there is another way to look at capacity when it comes to the Intermediate/High Schools as the students at these schools move around during the day. Therefore, not every room is used during every period of the day. At this point, there is no other way to review these schools for utilization. However, members were assured that capacity is not an issue at any of these campuses.

4. Master Schedule/Overview

The overall committee schedule was reviewed. A bus tour of district facilities is scheduled for Saturday, May 17<sup>th</sup> beginning at 8:00am. The next LRFP Committee meeting will be Tuesday, May 27<sup>th</sup> at 6:00 p.m. in the BUC Room at Brazoswood High School.

There being no further business, the meeting adjourned at 7:30 pm.

Approved:

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Jim Martin, LRFP Committee Chairperson

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Mary Guilherme, LRFP Committee Secretary

Brazosport Independent School District  
Long Range Facilities Planning Committee Meeting Attendance  
On May 14, 2014

Committee Members Present: (signed in)

Bass, Brooks  
Guilherme, Mary  
Handly, Adam  
Martin, Jim  
McCollough, Terry  
Olvera, Al  
Rayburn, Duane  
Redden, Johnnie  
Roznovsky, Gerald  
Stephenson, David  
Strambler, June  
Tidwell, William  
Vandaveer, Mike  
Villanueva, Lynda  
Willson, Kirk

Committee Members Absent:

Campos, Rev. Hector  
Cole, Marla  
Cundieff, Casey  
Karamian, Anna  
Koch, Jim  
Lindsey, Drew  
McKay, Scott  
Perez, Dawn  
Starr, Kimberly  
Strawn, Melissa  
Trahan, John  
Villanueva, Gabriel  
Wiley, Savannah

BISD Staff Members Present:

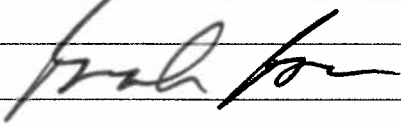
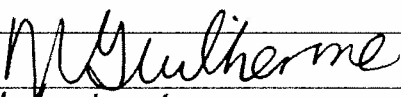
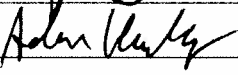
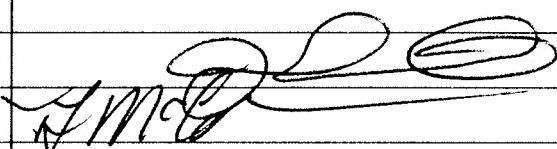
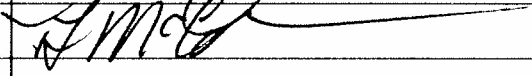

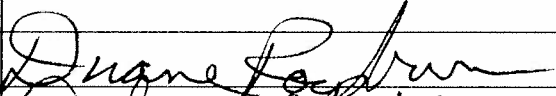
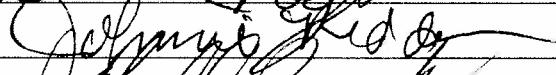
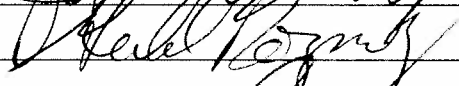
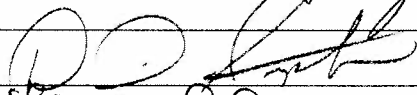
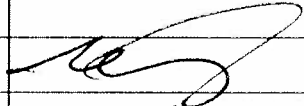
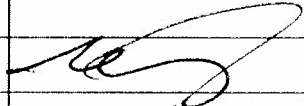
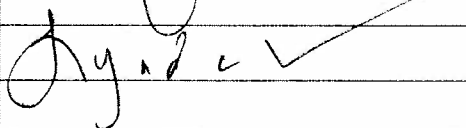
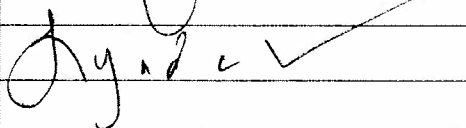
Adkins, Jerry (BISD Trustee)  
Burger, Monty  
Craig, John  
Garapetian, Irenna  
Gardner, Nancy  
Holacka, Karin  
Jaco, Brent  
Kelley, Rebecca  
Kloss, Lorrie  
Massey, Danny  
McCoy-Jackson, Sandra  
Schaefer, Dan  
Sullivan, George R. (BISD Trustee)

Guest/Visitor:

None



**Long-Range Facilities Planning Committee  
Meeting - May 14, 2014 at 6:00 PM  
Bwood – BUC Room**

Name	Signature
<b><u>MEMBER</u></b>	
Bass, Brooks	
Campos, Rev. Hector	
Cole, Marla	
Cundieff, Casey	
Guilherme, Mary	
Handly, Adam	
Karamian, Anna	
Koch, Jim	
Lindsey, Drew	
Martin, Jim	
McCollough, Terry	
McKay, Scott	
Olvera, Al	
Perez, Dawn	
Rayburn, Duane	
Redden, Johnnie	
Roznovsky, Gerald	
Starr, Kimberly	
Stephenson, David	
Strambler, June	
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Vandaveer, Mike	
Villanueva, Gabriel	
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Wiley, Savannah	
Willson, Kirk	





**Long-Range Facilities Planning Committee  
Meeting - May 14, 2014 at 6:00 PM  
Bwood – BUC Room**

<u><b>GUEST/VISITOR</b></u>	
Jerry Adkins	
George R Sullivan	