

**Long Range Facilities Planning Meeting
July 17, 2018**

MINUTES

Those in attendance: William Hall, Darcie Moseley, Aaron O'Toole, John DiPlacido, Gary Winschel, Nate Spiker, Rick Lansberry, Luigi Pasquale, Merry Bollheimer, and Linda Sitter.

Introduction of Committee Members:

William Hall: *Superintendent*

Darcie Moseley: *Assistant Superintendent*

Aaron O'Toole: *Director of Finance and Accounting*

John DiPlacido: *School Board President*

Gary Winschel: *School Board Operations and Finance Chair*

Nate Spiker: *McDowell School Resource Officer*

Rick Lansberry: *Millcreek Community Member; Retired Superintendent of Harborcreek School District*

Luigi Pasquale: *Millcreek Community Member; Retired Purchasing Bureau Manager, Erie County; Erie County Government Manager of Facilities*

Merry Bollheimer: *Millcreek Community Member; Millcreek Township School District School Board Member (past); General Counsel and Vice President for Legal Affairs at Mercyhurst University*

Linda Sitter: *Executive Assistant to the Superintendent*

The meeting began at 12:05 p.m.

Superintendent Hall welcomed the members and introductions were made. He explained the purpose for the meeting was to meet each other, to receive and briefly review the District's Long Term Facility Planning book (summarized below), and to research and recommend direction for strategically maintaining all District schools and buildings facilities over the next 8-10 years. This Committee was formed for several reasons, such as:

- to provide a roadmap for long range planning (next 8-10 years),
- to address maintenance issues on aging District buildings,
- to address declining enrollment,
- to define, assess, and prioritize future needs, and
- to involve and report recommendations to our community.

Each Committee member was provided a Facility Planning book that contains the information outlined below. Mr. Hall briefly reviewed the documentation.

- Enrollment History of Erie County
- Enrollment Summary of the Millcreek Township School District from 2013 – 2017
- Withdrawal report from 2014 – present
- Enrollment Projection Model from the Pennsylvania Department of Education
- Summary of Capital Projects
- Building Historical Data

- Facility Inspection and Project Identification for each MTSD Building
- Draft of the Millcreek Township Comprehensive Plan

Mr. O'Toole mentioned a security report will be provided for each member in the near future as it is important for the Committee to consider the information found in that report with future plans for the District.

Brief discussion points also included:

- Americans with Disabilities Act (ADA) compliance for any future construction/renovations
- The future of PLANCon (state reimbursement for projects) and the possibility of this being brought back by the State.
- Officer Spiker provided key components related to safety:
 - The State is recommending standardizing safety approaches around the state
 - Consideration of making school district attractive while preventing crime
 - Begin with outside signage
 - Installing barriers in front of each building to keep someone from driving through the front entrance
 - Visitor management
 - Provide police and fire when planning for building renovation or new buildings to prevent safety issues prior to any work being complete
- John DiPlacido reminded the Committee about the upcoming Erie County Technical School major renovations that will cost the District up to \$10 million
- It was mentioned the District does have a Comprehensive Plan. Most of what is contained in that plan is educationally related.

In closing, the Committee agreed that goals and timelines will need to be set for guidance moving forward.

The next meeting will take place September 12, 2018, at noon.

The meeting adjourned at 1:04 p.m.

Respectfully submitted,

Linda Sitter
Executive Assistant to the Superintendent