

# Minutes of Special and Work Session

## The Board of Directors Ashland School District

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A Special and Work Session of the Board of Directors of the Ashland School District was held Tuesday, June 2, 2020, via Zoom link.

### 1. **Call to Order / Roll Check**

Board Chair Skuratowicz called the meeting to order at 7:20 pm.

### 2. **Bond Update**

Operations Director Steve Mitzel and HMK Program Director Chris McKay reviewed project budgets for individual sites and the program overall.

The planning for Helman Elementary is developing very close to the bond budget. The High School recently received a seismic grant of \$2.4 million and will begin design planning.

District HVAC upgrades are focused on indoor air quality and temperature modulation. Site projects are moving forward. Some of the proposed work for other district facilities is still being evaluated by Ameresco, the company performing energy audits on all of the buildings.

The major site projects have necessary technology upgrades included in their budgets. The district office and smaller sites are being worked on. Improvements include cable upgrade, installing a new wireless solution, and hard wired switches. Planning for building access control systems is underway. This will probably be a combination of key cards, security cameras, intercoms, and speakers. Some of this work will be done during the summer. Mr. McKay reported that they are working with an excellent consultant on systems and products for access control most suitable for district security priorities.

In response to a question about whether district-wide upgrades planned for Lincoln will meet the needs of John Muir when it is relocated there, Mr. Mitzel reported that there will be some additional needs, but the basic infrastructure should be a good solution for the facility. All doors will be replaced at Lincoln, and they are still working on applying the safety and security template to Lincoln. The temporary solution on cooling classrooms is to use in-room units. Interior and sustainability standards have been established.

Mr. Mitzel and Mr. McKay presented revised budget documents that show each project broken out with its own budget. They are showing the stages of fund usage

and adding a revenue summary sheet. They pointed out that the district still has unused bonding authority. The original bond measure secured authority for \$109 million in bond proceeds and sales to date have generated \$107 million. They continue working with Finance Director Valencia to refine these reports.

Mr. Mitzel noted that each project has its own discrete budget and they do not transfer funds across projects without prior board review and approval.

For Walker Elementary, the team is requesting an allocation of revenue from the bond premium to cover the total estimate for the project budget, which is significantly higher than the original pre-bond estimate. If the project comes in under the new projected budget, the dollars allocated would be returned to the bond premium. Most of it is expected to be needed because the cost estimates are conservative.

There was a question about the soft cost increases that seem large? Mr. Mitzel replied that the numbers result from a formula applied across all projects. Estimates could range from replacing some furniture to equipping all classrooms. They represent “not to exceed” upper limits. The teams have not gone granular on estimates yet but the estimates are not based on extravagant expectations. The rebuild of the East/West wing of Walker was not in original estimates because the true state of the space was unknown before deep inspection.

There was concern expressed about spending half of the remaining bond premium on one project and risking later projects getting shortchanged. Mr. McKay stated that Walker is still very early in the design process.

The Board wants to ensure that the district-wide rest rooms and HVAC projects can be successfully completed, as these were high community priorities. Mr. Mitzel noted that we are waiting on the final energy audits, which required a long time frame to complete. Results should be coming in soon.

Mr. McKay clarified that they are requesting that \$9,612,122 be set aside for Walker Elementary to come from the bond premium. Chair Skuratowicz asked that the vote be referred to the June 8 regular session agenda for community transparency.

### **3. Other items of interest**

Chair Skuratowicz asked the board members about their comfort level with physical contact for the June 25-26 board retreat? Members prefer a space allowing for generous social distancing with the option to have Zoom connections.

There was brief discussion of strengthening the Board Whistleblower policy. It will be added to the June 8 regular session agenda.

#### 4. Adjourn

There being no further business, Chair Skuratowicz adjourned the meeting at 8:50 pm.

Submitted by:  
Jackie Schad, Board Secretary

Dated for Board Approval: July 13, 2020

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Board Chair, Eva Skuratowicz

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Acting Superintendent Steve Retzlaff