

**SOUTH PORTLAND SCHOOL DEPARTMENT
SECONDARY SCHOOLS FACILITIES COMMITTEE**

February 1, 2007

MEETING NOTES

These notes were prepared by Polly Ward to the best of her understanding. If you find any inaccuracies, please contact the Superintendent of Schools Office at 871-0555 within one week after receiving the notes.

Present: Wendy Houlihan, Jake Viola, Ralph Baxter, Jr., Ralph Baxter, Steve Bailey, Dennis Welch, Dan Cecil, Scott Pakulski, Sylvia Green, Randy Martin, Carrie Hall-Indorf, Ralph Cabana, Jeanne Crocker, Kathy Germani, Dave Brochu, Craig Roberts, Megan Welter, Mark Reuscher and Polly Ward.

1. Welcome -- review of agenda
2. Approval of minutes from January 4, 2007
 - Change #4 to 3 portables rather than 6 portables – It is 3 double-wide portables for 6 classrooms
3. Debrief school board workshop questions
 - Cost of new gym vs. upgrading Beal
 - Board wanted to know the cost of the new gym compared to a totally renovated Beal gym
 - Need to check out in what way the Beal gym court may be undersized.
 - Need to consider the ADA requirements for new bleachers
 - Sequencing of the construction schedule – all the costs associated with this if renovate Beal gym
 - Consequence of loss of gym for an extended period of time

More info on turf field

- Service equipment – machines cost about \$50,000
- Can get a service contract for about \$5,000 per year
- Is there information on injuries on turf vs. grass?

Dollar amount on taxes

- Going to a November 2007 referendum will add an additional \$2M to the cost that was provided to the Board on 1/18/07

Numbers of voters in November off-election and a June election

- We were provided with a comparison of turnout for elections since June 03

- Last General Election that did not have a national or state election was in November 2003 – 55% turnout
- June elections have 5-19% turnout

More... ..

- Could put up the High School schemes during the musical – The first two weekends in February are when the musical is held – we could put the schemes up – ask for questions and respond to the questions on the web site
- Asked Harriman to provide the schemes electronically so that we can post them on the web.

4. Timeline: Planning backward from a November referendum

February – March

- Board of Education - to take action to support/approve recommendation of SSFC
- Prepare web connections – Dan Cecil to meet with Sarah Pinault
- SPHS meetings with Harriman
- Prepare Question and Answers on web site

April – May

- “By invitation” feedback forums
- Prepare list of meetings/groups to visit/leaders/Booster clubs
- Identify “yes” PAC groups/crew
- Board Workshop with City Council to examine plans → build CIP
- Have final cost estimate
- Video production class infomercial
- Displays @ K-12 Art Show
- Identify when and how to involve students

June – July

- Voter Registration @ Project Graduation?
- June 1? Submit CIP
- Have website ready
- Community Forum before school out?
- Plan for K-5 PTA meetings at SPHS in September
- Plan Brochure
- Determine budget for materials (including mailings)

August

- Develop literature for forums/drops
- Dan Cecil to work with Jeanne Crocker – educational bullets
- Plan School Tours
- Art in the Park Display
- Prepare for school open houses
- Plan for displays in Libraries and South Portland Community Center
- Plan for newspaper “stories”

September

- Community forums: elementary schools, middle schools, high schools, etc.
- be ready by September 1 for campaign
- Absentee ballot – try to find out the type of voters who vote absentee
- School tours
- Materials/info for totes/newsletters/websites
- Forum at Community Center / tape it
- Taped show / phone in with live updates with taped tour
- Air interviews

October

- Last weekend – Literature Drop
- Community forums: elementary schools, middle schools, high schools, etc.
- Show SPTV segments / with camera tour?
- Interviews on SPTV (Dan etc.)

November

- 6 – Election Day
- Weekend before – Literature drop
- Show SPTV segments

5. Meeting schedule

- Next meeting: February 15, 2007 from 6.30-8.30 p.m. in the South Portland High School Library

6. Other

- Prepare applications for Middle Schools to submit to State