

**Policy and Risk Management Committee
OEG IMC – June 8, 2015 – 6:00 p.m.**

Minutes

Membership:	Steve Obershaw-abs	Connie Valenza
	Arlene Siss	Art Beaulieu
	Colleen McCabe	

I. Minutes from the February 9, 2015 meeting were reviewed and accepted as printed.

II. Superintendent Valenza began the meeting discussing the architectural services proposal. She was hoping that the committees could make a recommendation tonight to go to the full board. We still need to find a construction manager and get bids out to the public which will make the timeline pretty tight to have the footings in by this fall. The committee discussed the two firms that were at the top of the list after the board retreat on the 27th of May. PRA (Madison/Milwaukee) and FEH (Iowa). SDS and Bray were not favored by the board members. Both PRA and FEH made clarifications regarding fees. Their references were contacted and all were good references. Superintendent Valenza and Art Beaulieu agreed that they were comfortable with both and would not have any difficulty working with either one. The committee members felt the same after the school board retreat. FEH agreed that Kevin would be the lead for their firm and PRA agreed that Steve would be the lead for them. Superintendent Valenza stated that she and Art would be comfortable with both and that she felt that she could be open and honest with either lead.

Art Beaulieu and Superintendent Valenza recently visited 3 schools in Iowa that were FEH buildings. Table Mound, Hempstead and Bellevue. They also did a windshield tour of Roosevelt School.

Superintendent Valenza was more impressed with PRA from a functionality point of view. (Coming from a principal's perspective!) She also likes the looks of the PRA buildings over the FEH buildings.

Art Beaulieu was more impressed with FEH from a practical perspective. He liked the construction and that they used pre-stressed concrete. He also was impressed with the natural light panels in the gymnasium.

The committee discussed the opportunity for local contractors to have the opportunity to work on some of the smaller jobs. Both firms would probably do this. This would be discussed with the construction manager. Colleen reiterated that she was impressed with Steve and how he explained that they would check and double check for quality work.

The priority is for Westview to be ready for the 2016-17 school year. We need to make some big decisions soon/fast in order to meet that timeline. The longer we wait the more it could cost. Some smaller jobs could possibly be done while school is in session (School entrances, etc.) but the high school science labs would possibly need to be done during a school break/summer. There was discussion on possibly more than one contractor. Superintendent Valenza explained that it would be better if all bids were from one company. Individual projects can get pretty pricey! Both PRA and FEH guaranteed a timeline and stated that they would have enough staff to handle our school project without any problems.

Superintendent Valenza asked the committee members if they were comfortable with going forward to the full board with a recommendation or not. Arlene stated that she would like Steve Obershaw's

opinion first before she made a decision since he has already been through a referendum. Superintendent asked the committee if they 1) wanted to pull the architectural services proposal from the board agenda, 2) Discuss openly at the board meeting and go with consensus, or 3) table if there was no direction from the committee. Colleen gave a firm recommendation to go with PRA, but she stated that she would also be fine with either. She felt that both were very compatible.

Superintendent Valenza reminded the members that FEH had the highest bid of all four bids. If we go with FEH we will need to be prepared to explain our choice – what sets them apart (for the money)? Arlene suggested that the board have another retreat. Especially since three members missed the last retreat. She feels that more information is needed before she can make a firm decision.

III. Superintendent Valenza briefly discussed board policies and the upcoming board retreat scheduled for Monday, June 22. The members will discuss board policy, board function and board operations.

Colleen asked where the committee meeting agendas were posted. Since they are only posted outside of the middle school (used to be published in the paper) it was agreed that there will be a link on the school website for the committee agendas and minutes to be posted. Superintendent Valenza briefly discussed a change to the structure of the committees. Arlene remembers when the meetings were longer – more time for discussion. She feels that things are being pushed through. In the past, the committee meetings were on opposite Monday nights of the board meetings.

Meeting adjourned at 6:35 pm

Recorded by Lynne Tanner