

contract with Apple Elevator to inspect/maintain all of our elevators on a monthly basis.

- Collins stated that we have one gardener retiring as of November 30th and that HR will begin recruiting and testing for the position. Castillo asked about the testing and Jones and Collins explained that it is a process that consists of screening, a written test and a performance test.
- The LeConte field was closed for approximately 90 days for refurbishment and has now been reopened. Josh Daniels mentioned that it looks great!
- Collins pointed out a minor difference in the staffing chart, as compared to the staffing chart on the yearend report. The total number is the same, but the Trade Specific number has decreased by one and the Maintenance Engineers total has increased by one. This has to do with a painter retiring during the summer and the department not replacing his position as a “painter” but rather as a maintenance engineer.
- Custodial meetings are focusing on disaster preparedness and search and rescue. The goal is to have the head custodian to know what is happening at the site and if they are unable to correct a situation, then they will have the ability to communicate the issue to the maintenance person.
- Solar has now been installed in our second school, Emerson. Daniels asked what percent will the solar offset the expenses at the school site. Jones answered that we don’t have the actual data yet, but that it is planned at between 75 and 80 percent. Acceptance of this project will be going to the Board at their next meeting, so the actual figures should be available in that Board packet. Castillo asked how Emerson was chosen for the solar program. Jones explained that Berkeley worked with West Contra Costa and Oakland School Districts as part of a grant to look at solar master plans in schools generally. Through that process, there was analysis of potential for savings generated and this lead to a discussion of which schools were good/poor candidates for solar. There was a decision to put part of the money needed to install solar into the new bond. There was a roofing project completed the year before, at Emerson, to accommodate a solar plan. Daniels asked if the solar use at Emerson was very efficient, would we be able to be offset the cost at other sites. Jones does not think the legislation is in place currently to allow this. (29:35)
- In addition to what is listed for Property Management, the High School received 4 permits for \$2700.00.
- Collins stated that the Maintenance Department has been spending the supply budget much faster than anticipated. This is due to a combination of things. First was the refurbishment of the old wood bleachers at the High School. This was done because the construction project is late. We spent approximately \$8000.00. These bleachers will be used by all sports that use the field at the High School. Additionally, there are door-lock and hardware replacements which have cost an additional \$14,000 to date and an additional \$10,000 more expected to be spent. Most of these replacements are in the BCT. In total, an additional \$50,000.00 will be requested to be added to the supply accounts.
- Lazio would like a section added to the quarterly report to describe the “winterization” efforts being done to the schools.

4. Committee Discussion

- Site Visits: This will be on the agenda for the next BSEP meeting. Jones requested that Collins bring a list of the schools that have had presentations. Lazio also asked

for a list of projects to take to the presentations. Collins will also bring the site presentation handout to Lazio.

- The Committee discussed the possibility of suggesting to the Board to consider reducing the committee membership to seven.

5. Agenda Items for the next meeting, December 1, 2011

1st Interim Report

Update/Schedule Site Presentations

6. Committee Statement to the Board of Education

The committee suggests that the Board may want to consider reducing the Committee membership to seven, which would better reflect the successful, active involvement level of the community.

7. Public Comment on non-agenda items

Community member Nicolie Bolster-Ott thanked the District for the lighting project at the Community Theatre. She complimented the dimming abilities of the lights now! She did bring up several maintenance concerns, including how the dust created during the project may be affecting the HVAC system, the lift screws for the orchestra lift, the fire sensors in the basement, and paint in the theatre. Jones explained that the construction that caused this dust was a result of an ADA mandate to change the access to the theatre, the doors and the "companion" seating at the top of the auditorium.

8. Adjournment

The meeting was adjourned at 7:15.

The next meeting will be December 1, 2011.