

Wildwood School – Amherst, MA

Wildwood School Building Committee Meeting

Wednesday, July 22, 2015

2:00 PM

Attendance	Name	Association	Email
Y	Mike Morris	Assistant Superintendent	MorrisM@arps.org
Y	Ana Bartolini	Classroom Teacher at Crocker Farm Elementary	BartoliniA@arps.org
Y	Narayan Sampath	Crocker Farm Parent	Narayan.Sampath75@gmail.com
Y	Monica Hall	Principal and Director of Diversity and Equity	HallM@arps.org
Y	Maria Geryk	Superintendent	GerykM@arps.org
Y	Irv Rhodes	Business Consultant	RhodesAmherst@aol.com
Y	Katherine Appy	Amherst School Committee Chair	AppyK@arps.org
Y	Kathryn Mazur		
Y	Ron Bohonowicz	Director of Facilities	BohonowiczR@arps.org
Y	Sean Mangano	Director of Finance for the Amherst Public Schools	ManganoS@arps.org
Y	Sandy Pooler	Director of Finance for the Town of Amherst	PoolerS@amherstma.gov
Y	Holly Bowser	Assistant Comptroller	BowserH@amherstma.gov
Y	Ludmilla Pavlova	Senior Facilities Planner	LPavlova@cp.umass.edu
Y	Jeff Luxenberg	Joslin, Lesser + Associates	jluxenberg@joslinlesser.com
Y	Tom Murphy	Joslin, Lesser + Associates	tmurphy@joslinlesser.com
Y	Kiersten Mailler	Joslin, Lesser + Associates	kmailler@joslinlesser.com
Y	James LaPosta	JCJ Architecture	jlaposta@jcj.com
Y	Douglas Roberts	JCJ Architecture	droberts@jcj.com
Y	James Hoagland	JCJ Architecture	jhoagland@jcj.com
Y	Emily Czarnecki	Senior Interior Designer	eczarnecki@jcj.com
Y	Sasha Figueroa	Administrative Assistant to the Assistant Superintendent	FigueroaS@arps.org

Minutes

1. Call to Order

M. Morris called to order the regular meeting of the Wildwood School Building Committee at 2:06 P.M. on July 22, 2015 at the Amherst Regional Middle School's Professional Development Center.

2. Introduction of Designer

M. Morris opened the meeting by thanking those who attended the Designer Selection Panels and passed it to T. Murphy who introduced JCJ Architecture and reviewed the agenda.

3. Vote to approve Commitments and Invoices

- a) T. Murphy outlined the memorandum and budget and requested a vote to approve commitments and invoices.
- b) **S. Pooler made a motion to approve the commitments as presented by T. Murphy and attached. K. Appy seconded. All in favor, 0 Opposed.**
- c) **S.Pooler made a motion to approve the invoices presented by T. Murphy and attached. K. Appy seconded. All in favor, 0 Opposed.**

4. Communications Protocols:

- a) The board discussed how questions will be received and it was decided that a point person (M. Morris) receive and distribute all questions for purposes of efficiency.
- b) Questions will then be reiterated to the committee either via an email or informal newsletter.

5. Vote to Approve Communications Plan

- a) Due to a printing error, the plan was not yet available to vote on and will be available by the next meeting.
- b) Edits will be made and reviewed by the Committee for approval at the next Wildwood School Building Committee meeting.

6. Designer Presentation

- a) M. Morris briefly spoke on the designer process and interviews and passed around the interview topics. He also explained what the panelists were looking for in potential designers.
- b) The presentation stressed consistent communication and collaboration with the community, teachers, and the building committee.

7. Project Update and Proposed Schedule

- a) The board discussed several issues including determination of preference for grade structure, sequencing of events in order to meet MSBA deadlines, completion of existing conditions study. Several of these items can be dealt with immediately like an existing conditions study and the formation of several working groups.
- b) A meeting was scheduled to establish a working group for the week of 7/27 with a focus on process schedule for planning groups.
- c) JLA will organize a detailed schedule for the next 4 months with the help of JCJ.

8. Meeting Adjournment

- a) **MOTION:** A motion was made and seconded to adjourn the meeting at 3:52 P.M. Votes were unanimous in approval.

Respectfully submitted,

Kiersten Mailler
Joslin, Lesser + Associates, Inc.
Sasha Figueroa
Amherst Public Schools
[End of 7/22/15 Meeting Minutes]