

QUINCY SCHOOL COMMITTEE

FACILITIES & SECURITY SUBCOMMITTEE MEETING ~ October 19, 2017

A meeting of the Facilities & Security Subcommittee was held on Thursday, October 19, 2017 at 5:15 pm in the Coddington Building. Present were Mr. Paul Bregoli, Mrs. Emily Lebo, and Mrs. Kathryn Hubley, Chair. Also attending were Superintendent DeCristofaro, Deputy Superintendent Kevin Mulvey, Mr. Michael Draicchio, Mr. Walter MacDonald, Mrs. Maura Papile, Ms. Madeline Roy, North Quincy High School Student Representative Luke Malloy; Quincy Education Association President Allison Cox; and Ms. Laura Owens, Clerk.

Director of Transportation and Safety & Security Michael Draicchio presented the **Safety & Security Program Improvement Plan**, thanking the Mayor and School Committee for the funding to continue to make improvements to the security of our school buildings. On a daily basis, Mr. Draicchio interacts with all school sites, coordinates on maintenance and technology issues, and has the good fortune to collaborate with many community partners. The community partners include the Quincy Police & Fire Departments, Brewster Ambulance, Norfolk County District Attorney and Sheriff's Offices, Transit Police, Department of Children & Family Services, and the Department of Youth Services. The School Resource Officers, DARE Officers, and Traffic Supervisors are directly involved with our students and families every day.

For the fire, bus evacuation, and lockdown drills, Quincy Public Schools has moved to a model of unannounced visits. This allows for a more accurate assessment of preparedness and has been well-received both by the first responders and by the professional staff at the school sites and ensures adherence to emergency procedures in place. Mr. Draicchio coordinates the participation of the Quincy Police & Fire Departments and Brewster Ambulance, almost all fall drills are completed. An additional benefit is for the first responder staff to become familiar with the different school layouts.

For school security, Quincy Public Schools is continuing to assess equipment needs and install additional cameras or replace aging equipment as needed. The Safety & Security team are also collaborating about traffic at school sites, recommending additional signage and traffic monitoring and supervision as needs evolve. Professional development opportunities will be offered to the high school Security staff on early release Tuesdays, including training and certification for CPR, First Aid, and CPI. For the Sterling Middle School construction site, have been collaborating with the project team on safety and traffic management.

Looking ahead, upgrading exterior door locks will continue, including coordinating with Beechwood Knoll on the new door installation. Della Chiesa has been completely re-keyed now that the former Ward 4 room has become integrated into the building as classroom spaces. Mr. Draicchio is working with City IT on installing dedicated internet connections for the access control boxes at each school.

The Security department continues to issue staff IDs for new staff members, name changes, and replacing lost cards.

Mr. Bregoli asked about issuing Quincy Public School IDs for School Committee members and Mr. Draicchio said this can be done. Mr. Bregoli asked if CPR monitoring is done by Safety & Security, but it is done by the Athletic Directors in collaboration with Health Services Coordinator Rita Bailey.

Mrs. Lebo noted that there are new regulations around AEDs that may require portable AEDs to be on field trips. This will be followed up as Policy and procedures may need to be updated. Mrs. Lebo thanked Mr. Draicchio for working with the Quincy Police Department on the discussion about limiting parking on Puritan Road. Mrs. Lebo asked about the emergency protocols, is there always a staff debriefing to inform all staff of an event. Mr. Draicchio said that principals do meet with staff and copy them on any communications. Mrs. Lebo said that in this era of social media it would be helpful to ensure that staff have the same information as students.

Mrs. Hubley asked about how much advance notice do principals have for their drills to ensure that students with anxiety are prepared. Mr. Draicchio said that students needing assistance are part of the school's safety plan. Mrs. Hubley asked about the flashing lights that need repair, Mr. Draicchio said several have been repaired and he will follow up.

Mr. Bregoli asked if the Athletic trainers have portable AEDs to bring to outside games. Mr. Draicchio will follow up on this issue.

Mr. Bregoli made a motion to accept the Safety & Security Program Improvement Plan. Mrs. Hubley seconded and on a voice vote, the ayes have it.

Public Buildings Director Walter MacDonald presented on the major summer projects completed at all school sites. At Beechwood Knoll, two new concrete ADA accessible entrance ramps were installed in the front and the back pathway from the parking lot was paved (new access point to be added). In the gymnasium, a lift was added to make the stage accessible. In the old wing, all new ADA accessible bubblers were installed, the student restrooms were modified and the teacher's room was remodeled with new cabinets, appliances, and countertops. The nurse's room was completely renovated, including an all-new bathroom; the principal's office and main office were painted and new carpeting installed. Installation of the windows at the school was delayed due to manufacturing lead times. The windows for the new wing have arrived and will be installed on Tuesday afternoons, evenings, weekends, and school vacations throughout the school year. The new roof installation is completed and an infrared scan will be done on November 8 to verify that the building is weather-tight. The design of the school with the pyramid skylights added to the complexity of the project. Mr. MacDonald said it was a lot of work to get the school ready for the school opening, but everything was completed due to the close collaboration with Principal O'Keefe, Mr. Kevin Segalla, and Dr. DeCristofaro.

For the MSBA boiler projects, the projects at Atherton Hough, Beechwood Knoll, Merrymount, and Wollaston are all at the punch list stage and all of the heating systems are up and running. In addition to replacing antiquated boilers and hot water heaters, the boiler rooms have been completely renovated with new walls, lighting, mechanical systems, painting. Mr. MacDonald will share before and after photographs at the next Facilities & Security meeting. At Wollaston, the restrooms near the gymnasium were completely renovated and the entrance ramp was upgraded to be ADA compliant.

Other projects included the gymnasium upgrades at Wollaston (exposing the original wood ceiling, painting the ductwork, and refinishing the gym floor). The Maintenance Department trades completed carpentry projects at Beechwood Knoll (converting the Sawyer Center into three classrooms, installing acoustical ceilings and custom-built bookcases) and Della Chiesa ECC (converting the former Ward 4 space to 2 classrooms, installing cabinetry and sinks). At Atherton Hough, cabinets were moved from one room to another and at Lincoln Hancock, the staff assisted with the renovation of the Music room. At Montclair, the nurse's bathroom was completely renovated by Maintenance department staff, saving significant funds and finishing the work before the start of school. At North Quincy High School, a space for Maintenance carpentry shop was created. At multiple schools, ceiling and floor tiles were replaced, walls painted, and acoustical sound panels installed at Squantum. For electrical work, light fixtures were upgraded in the Wollaston gymnasium and the new classroom spaces at Beechwood and ECC. Wiring for a new computer lab at Atlantic was completed. Plumbing upgrades were completed at Montclair in the basement rest rooms. HVAC upgrades were completed at NQHS, Wollaston, and QHS. Maintenance also completed moves for furniture and classroom materials between schools for transferring programs and staff members.

North Quincy High School was accepted into the Accelerated Repair Program for replacing sections of the roof in June 2017. The design process is underway, testing will be completed this weekend, and the work will be completed in summer 2018.

Mr. MacDonald said the Sterling Middle School project is on schedule. Steel is due to be delivered to the site by November 1, with the goal of enclosing the building envelope so that utility work can continue through the winter weather. In preparation for the opening of school, a parking lot was created on Roberts Street and a path and staircase built for staff to walk to the school. Lighting will be installed in the parking lot before the end of Daylight Savings Time in November. Some adjustments have been made within the building to mitigate the disruption, including air conditioning for rooms facing the construction site and installing donated equipment to create a room to conduct physical education space.

Preventative maintenance was performed on emergency generators at multiple sites over the summer. At Quincy High School, a new computer lab was donated by Granite Telecommunications, Public Buildings coordinated with the outside contractors.

For the water system replacement, steady progress is being made. All school buildings are in complete compliance with state and federal levels. Since each building has fixtures that are below the standard level, it is clear that the issues are related to local fixtures or pipes and not the water service to the building. Affected sinks that are for health care or food preparation have been repaired, other sinks will be addressed. To date, 10 of 15 elementary bubblers are replaced, 1 middle school bubbler is still to be replaced; and multiple bubblers at North Quincy High School are still to be replaced. All schools with bubbler issues were provided with bottled water dispensers.

Mr. Bregoli said this is an incredible amount of work that was completed this summer. Mr. MacDonald said the hardworking staff was supplemented with outside contractors where it is cost-efficient. Mr. MacDonald said we have reliable subcontractors who can assist us and it is a team effort to coordinate all of these projects. Mr. Bregoli asked about the clock replacement at Central, these were defective units that were under warranty and were replaced.

Mr. Bregoli asked about a timeline for the new projects that were authorized under the most recent Capital Improvement Plan appropriation. Mr. MacDonald said that engineering needs to be procured for some of these projects, so that will be the first step. Mr. MacDonald said long-lead items for HVAC equipment will be ordered as a priority, given the competition from hurricane-damaged areas in the south.

Mrs. Lebo thanked Mr. MacDonald for the incredible work that has been done for our school buildings.

Mr. Bregoli made a motion to adjourn the Facilities and Security Subcommittee Meeting at 6:20 pm. Mrs. Hubley seconded the motion and on a voice vote, the ayes have it.