

**MINUTES OF THE CLEVELAND HEIGHTS-UNIVERSITY HEIGHTS
BOARD OF EDUCATION**

Special Meeting of December 18, 2013

The Board of Education of the Cleveland Heights-University Heights City School District, Cuyahoga County, held its Special meeting at the Deborah S. Delisle Educational Options Center, 14780 Superior Road, Cleveland Heights, Ohio, on December 18, 2013, at 5:30 p.m.

Mr. Ron Register, President, called the meeting to order at 5:42 p.m.

Present at Roll Call: Mr. Ron Register, President
Ms. Nancy Pepler, Vice President
Mr. Eric Coble, Board Member
Ms. Karen Jones, Board Member
Mr. Kal Zucker, Board Member

Also Present: Ms. Andrea Celico, Assistant Superintendent
Mr. Scott Gainer, Chief Financial Officer
Members of the Central Office Staff
Patrons of the School District
Representatives of the News Media

Planning Session with Owner’s Representatives for the Master Facilities Plan Phase 1

Jeff Applebaum, Project Management Consulting, conducted a workshop dealing with decision making, focusing on the responsibility of the Board in the facilities project. The workshop was designed to educate the Board and the community about the facilities project and how it works.

Discussion Panel:

Steve Shergalis, CH-UH CSD – Director of Business Services
Scott Orr, Gilbane Building Company – Executive Manager (Gilbane/Ozanne Team CMR)
Fred Rodgers, Ozanne Construction Company – Project Executive (Gilbane/Ozanne Team CMR)
Ron Register, CH-UH CSD – Board President
Tari Rivera, Regency Construction – President
Nancy Pepler, CH-UH CSD – Board Vice President
Karen Jones, CH-UH CSD – Board Member
Pat O’Brien, Project Management Consultants – Project Manager (Owner’s Rep Team)
Andrea Celico, CH-UH CSD – Assistant Superintendent
Scott Wagner, Regency Construction – PreConstruction Phase Manager (Owner’s Rep Team)
Angee Shaker, CH-UH CSD – Director of Communications and Community Engagement
Scott Gainer, CH-UH CSD – CFO/Treasurer

Eric Coble, CH-UH CSD – Board Member
Brett Hendricks, BHSM Architects – Project Manager
Eric Silverman, CH-UH CSD – Board Member-Elect
Gary Balog, BHSM Architects – Senior Project Manager
Kal Zucker, CH-UH CSD – Board Member
Steve Zannoni, Project Management Consultants – Senior Project Manager (Owner’s Rep Team)

The discussion covered the following topics:

- High School Project Schedule – timelines and school board actions
- Key Milestones
- Board Decision Making – goals and expectations, key participants, alignment and reporting
- Next Steps and Action Plans

Mr. Applebaum provided an opportunity for the board, the administration, and the consultants to identify their goals in the process and for the board members to state what is required from the owner’s rep team to be able to make good decisions.

Mr. Applebaum recommended having a point person (not a Board member) between the Board and the owner’s rep team for the construction projects. This person would be responsible for communication with the project team and with the Board members.

Another possible consideration for the Board, Mr. Applebaum said, was to have board meetings during the design phase apart from the regular monthly meetings, that address school construction.

Ron Register, Board President, suggested developing a calendar that would be useful to the Board in determining what meetings, deadlines, and projects that are expected during the design phase.

Board members shared final comments.

UPCOMING MEETINGS

Tuesday, January 7, 2014 – Organizational/Regular Board Meeting

Tuesday, January 21, 2014 – Special Board Meeting

MOTION TO ADJOURN

It was recommended that the meeting be adjourned.

No. 13-12-210

It was moved by Mr. Coble, seconded by Mr. Zucker, that the meeting be adjourned.

Vote on the motion was as follows:

Ayes: Ms. Jones, Ms. Pepler, Mr. Register,
Mr. Zucker, Mr. Coble

Nays: None

The meeting was adjourned at 8:43 p.m.

Ron Register, President

Scott Gainer, Chief Financial Officer