



# East Lansing Board of Education

509 Burcham Drive, East Lansing, MI 48823

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Items of Information  
August 28, 2023 - 7:00 PM  
Board Room  
509 Burcham Drive  
East Lansing, Michigan 48823



## Agenda

### I. Committee

#### A. Facilities Committee

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|----------------------------------|---|
| 1. August 17, 2023 Agenda        | 2 |
| 2. June 9, 2023 Approved Minutes | 3 |
| 3. August 17, 2023 Draft Minutes | 5 |

*Respectfully Submitted,*

*Dori Leyko  
Superintendent*

Facilities Committee Meeting  
August 17, 2023  
12:30 pm

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Meeting Minutes, June 9, 2023
- V. Public Comment
- VI. Agenda Items:
  1. Updates
    - a. Community Gardens
    - b. Playground update/progress (per bid)
    - c. Track/Tennis Court hours- how did this go this summer?
    - d. Tennis court damage per Cody
  2. Summer deep cleaning in all buildings
  3. Pool roof update
  4. Pool boiler
  5. Boiler two at ELHS
  6. Safety, Security and Accessibility Bond Proposal
- VII. Announcements
- VIII. Adjournment

Facilities Committee Meeting  
June 9, 2023  
12:30 pm

Meeting called to order at 12:33 pm

Roll Call:  
Chris Martin  
Elizabeth Lyons  
Nikki Norris  
Billy Hastings  
Tali Faris-Hylen

Agenda approved

Meeting minutes approved

Agenda Items:

1. Updates
  - a. Community Gardens-
    - Billy needs permission from Dori and Rich on moving forward with site determination at each building. Billy to circle back with them.
  - b. Playground bid (Due May 25- to present at BOE meeting June 12).
    - BOE voting on this at Monday meeting.
  - c. Track/Tennis Court hours- did they begin June 5 as hoped?
    - Don't have weekend plan yet. Continuing with weekday plans.
    - Not going to do weekend hours.
    - Nikki rec is to go 7 am-5 pm for public usage track on weekdays until August 7. Track teams have practice beginning at 5:30 pm. Closed on weekends.
    - Nikki rec for tennis courts are 7 am-9 pm. Going to place a sign out there.
2. Summer deep cleaning
  - Whole lower level of flooring at MMS stripped and ready for wax
  - Doing a complete deep clean of every room in the district
  - Spot painting throughout district
  - Each classroom has a checklist of what to do

Additional items per Billy:

1. Retention ponds at Glencairn
  - Billy monitoring all in district. Glencairn – to get a 4 foot chain link fence to put around it. Will consider installing in other areas at other schools as needed.
2. Handling all mowing through district and are keeping up with it all (after cancelling contract with outside vendors)

3. Pool roof is being installed. Pool is protected during this process. Projected date to be done is July 15.

3. Next meeting, August 17, 2023 at 12:30 pm

Meeting adjourned 1:28 pm

Facilities Committee Meeting  
August 17, 2023  
12:30 pm

- I. Call to Order 12:31 pm
- II. Roll Call
  - Dr. Elizabeth Lyons
  - Tali Faris-Hylen
  - Billy Hastings
  - Nikki Norris
  - Christian Palasty
  - Dori Leyko
  - Matt Morales
- III. Approval of Agenda motion made by Faris-Hylen, seconded by Lyons
- IV. Approval of Meeting Minutes, June 9, 2023- motion made by Faris-Hylen, seconded by Lyons
- V. Public Comment
- VI. Agenda Items:
  1. Updates
    - a. Community Gardens- Billy will plot out best places at each elementary school before our next meeting.
    - b. Playground update/progress
      - Installed handicapped access areas at each elementary to the path from asphalt to swingset.
      - Added asphalt pad at Whitehills.
      - Adding fence around retention pond (this weekend).
      - They have re-worked wood chips at all playgrounds (over 1,000 yards)
      - At Marble, they moved gate to playground per Mr. Robertson's request to make playground more secure.
    - c. Track/Tennis Court hours- how did this go this summer?
      - People still jumping fence but crew has locked the gates. Hours worked good this summer.
      - No changes have been posted to school hours. But will post 7 am-1 pm when school is back in session.
      - Need to think about how to handle community hours when P.E. classes are moved to the track.
    - d. Tennis courts
      - Billy talking with construction superintendent. He is going to work with Racket Sports to address and will come out in September to address issue.

- Windscreen quote passed along to Rich and have been ordered. The west and south will be covered by these. Also a plain windscreen in between courts. Graphics will face Burcham.
- Will also do court signs after windscreens are done and installations.
- Bleachers are paid for and in transit
- Shed has been bid- 12x24 building (stick built) with a garage door on the front and entrance on the side, prepped for electrical.

2. Summer deep cleaning/updates in all buildings

- Every building/classroom- did summer deep clean
- Stripped hallways, refurbished terrazzo at MMS
- Whole staff has been trained on refinishing floors
- tons of positive feedback from staff
- touch-up program for paint at all of the buildings to be proactive
- re-sided press box at stadium
- Home press box for football coaches- removed a wall to tighten up space
- In storm water management program and inspected over 200 catch basins. Eighty were identified to be cleaned and that was handled.
- Added blinds in areas for purpose of lockdown as requested by staff
- Added 28 flags of concrete in school areas that were “trip hazards” and replaced
- Re-poured sidewalk at baseball fields to be completely handicap accessible at this field.

3. Pool roof update- COMPLETED

4. Pool boiler

- Got three bids on this.
- This will likely be a one-day installation and nobody will be affected.

5. Boiler two at ELHS

- Two bids to re-tube this.

6. Safety, Security and Accessibility Bond Proposal (secondary enhancements) for a May 2024 vote to include:

- Secure entrance/build out at ELHS
- Replacing ELHS elevators
- Identifying space inside MMS and ELHS to build a ramp in each building
- Re-pave parking lots at MMS and ELHS
- Carpeting in MMS and ELHS
- Change MMS and ELHS door hardware to be locked from inside
- Camera replacements/additions

- Security software/console – all different kinds i.e. HVAC, door, etc  
Next generation software is universal instead of operating in a silo.  
Would be nice to unify these tools. i.e. door to coincide with cameras
- Strobe lights (already in HS gym and music room) to go off when PA system is engaged.
- Expansion of alarms on several doors
- Office space- moving admin out of ELHS to Towar neighborhood.  
Building a space for Central Office to move to in order to provide more room for ELHS staff and their needs.

VII. Announcements

VIII. Adjournment 1:36 pm