1. Locations Visited:  Hilliard Tharp Sixth Grade School, Ridgewood Elementary & JW Reason Elementary

2. Issues identified and discussed

   a. Hilliard Tharp Sixth Grade School
      • New roof is great, has no issues
      • Reviewed capacity, currently can house about 650 students
      • Discussed the start time adjustments for next school year (15 minutes later)
      • Some challenges with egress from the property, may look at modifying the exit/entrance points to the road
      • Discussed the computer lab potential if the ODE supports the future use if iPads for testing
      • Some of the room signage is wearing and is in need of painting (lettering & symbols)

   b. Ridgewood Elementary
      • Office reconfiguration has helped
      • Moved the clinic and created a break-out room
      • The clinic, with two beds, is now housed in a room with windows
      • Looking to cover the corners of the entrances to the gym for safety purposes
      • There is minor separation between the back wall and floor in the gym that we will continue to monitor
      • Would like some striping in the parking lot
      • The curb to the front of the building is breaking up a little bit
      • Cafeteria tables are getting old
      • Evaluate window sealing/caulking
      • Thresholds in main entrance are wearing
      • Evaluating potential changes to book room and storage areas

   c. JW Reason Elementary
      • Ceiling tile in room 1 needs replaced. A recently repaired roof leak now allows us to replace the ceiling tile.
      • Potential leak from pipe in boiler room
      • Couple of stained ceiling tile in hallway outside room 25
      • Lots of equipment/furniture/students in the hall
      • New student furniture is well-received in room 55
      • New stainless steel sink is working very well
      • Check exit doors on the south side of the building for leaks

3. Public Meeting – Central Office – Conference Room 3and4

   a. Meeting began at 10:00 AM and adjourned at 10:42 AM
4. Next Building Tour & Committee Meeting

Date: Friday, February 3, 2017
Tour: 8:00 AM – Transportation Services, Norwich Elementary & Britton Elementary
Meeting: 10:00 AM – Central Office, Conference Room 3and4