



COMMISSION FOR ARKANSAS PUBLIC SCHOOL ACADEMIC FACILITIES AND TRANSPORTATION

MEETING AGENDA Arkansas Department of Education – Auditorium October 26, 2012, 9:00 a.m.

Agenda Summary

1. Summary Meeting Minutes – September 7, 2012

Recommendation – That the Commission approve the meeting minutes for the September 7, 2012, Commission meeting.

2. Rules Changes

Presenter – Mark White, ADE, Attorney Specialist

At their September 7, 2012, meeting the Commission approved three draft rules to be released for public comments. The rules are:

- A. Rules for the Specifications Governing School Bus Design
- B. Rules Governing the Academic Facilities Partnership Program
- C. Rules Governing the Facilities Master Plan

A public hearing on the three rules was conducted on October 2, 2012, in the ADE Auditorium. The Commission will review the public comments on the three rules.

3. Guidelines for 2013 Master Plan Report

Presenter – Dr. Charles Stein, Director, Division of Public School Academic Facilities and Transportation

The Division will release guidelines for districts to submit Master Plan Reports by February 1, 2013, as required by Arkansas Code Annotated § 6-21-806.

**SUMMARY MINUTES OF
THE COMMISSION FOR ARKANSAS PUBLIC SCHOOL ACADEMIC
FACILITIES AND TRANSPORTATION**

**MEETING
September 7, 2012**

Place: ADE Auditorium
Time: 10:00 a.m.

Commission Members in Attendance:

Dr. Tom Kimbrell, Commissioner, Arkansas Department of Education
Mr. Richard Weiss, Director, Arkansas Department of Finance and Administration
Mr. Mac Dodson, President, Arkansas Development Authority

Others in Attendance:

Mr. Tony Wood, Deputy Commissioner, Arkansas Department of Education
Mr. Mark White, Attorney Specialist, Arkansas Department of Education
Dr. Charles C. Stein, PE, Director, Division of Public School Academic Facilities
and Transportation
Mr. Terry Granderson, Assistant Director, Division of Public School Academic Facilities
and Transportation
Mr. Murray Britton, Senior Project Administrator - Planning, Division of Public School Academic
Facilities and Transportation
Ms. Carol Bowman, Administrative Analyst, Division of Public School Academic Facilities
and Transportation

Quorum was met.

Meeting called to order.

Agenda item:

1. Summary Meeting Minutes – March 28, 2012

The Commission approved the meeting minutes for March 28, 2012, meeting.

2. Rules Changes

Mark White presented one rule for final approval and requested the Commission approve releasing three rules for Public Comment. After the Public Comment period, the final rules will be presented to the Commission for its review.

a. Rules Governing Maintenance and Operation of Public School Buses and Physical Examinations of School Bus Drivers

Mr. White stated that this rule had been before the Commission previously, but as a result of the Public Comments indicating a dislike of the sanctions section, that the sanctions section had been removed. The changes needed were inserted in two places adding language referring to statute. Mr. Weiss asked if it was the same effect, and Mr. White said yes.

The rule was approved by the Commission to forward to the Arkansas Legislative Council Administrative Rules and Regulations Subcommittee.

b. Rules for the Specifications Governing School Bus Design

Mr. White indicated the Division had a committee who met to draft the changes presented to the Commission.

The Commission approved the proposed rule revisions and released the Rules for the Specifications Governing School Bus Design for a thirty day public comment period.

c. Rules Governing the Academic Facilities Partnership Program

The Partnership Program rule has significant changes that include changing Warm, Safe, and Dry projects definition and prioritization. In the back of the Commissioners' book is a list of the extensive meetings the Division has had prior to the Commission meeting. The Division is starting to meet with all the Education Service Cooperatives beginning on September 12, 2012 to explain the proposed changes.

Dr. Kimbrell stated to the other Commissioners that he was on the original Task Force, and the proposed changes are in line with what the Task Force designed things to do, and that he has met with many of the original Task Force members during this process. He stated this proposal is an effort to meet the long-term needs of schools instead of just repairing them. Dr. Kimbrell indicated these rule changes will get a lot of public comments and the Commission will pull from those comments.

Mr. Weiss indicated he was in full support of releasing the rules for comment and that the Commission will meet to review the Public Comments.

The Commission approved the proposed rule revisions and released the Rules Governing the Academic Facilities Partnership Program for a thirty day public comment period.

d. Rules Governing the Facilities Master Plan

Dr. Kimbrell stated school districts can work on developing their Master Plans.

The Commission approved the proposed rule revisions and released the Rules Governing the Facilities Master Plan for a thirty day public comment period.

3. Statewide State of Condition of Academic Facilities– October 1, 2012

Presented by Terry Granderson, Assistant Director, Arkansas Division of Public School Academic Facilities and Transportation

The annual report is a statutory requirement of the Division.

Mr. Weiss asked about school districts' utilization of SchoolDude.

Mr. Granderson responded that school districts were using SchoolDude significantly better than last year. The Maintenance and Operations section of the Division works daily with school districts. Many times the Division gets one person trained in SchoolDude at a school district, then the person leaves or retires, and a new individual must be trained.

Mr. Granderson called attention to page 6 of the Report to a table showing total of facility costs. This is the same table shown in the 2011 Report because there was not a new funding cycle this year. This table will change in next year's Report because of the 2013-2015 Partnership Program project cycle.

Page 7 shows inspections the Division conducted.

Much more detail is included in this year's Report regarding State Mandated Inspections. Top of page 8 indicates the other four State agencies the Division is in contact with. The Division enjoys a very good relationship with the agencies, and they are sending more information to the Division. The Division and the four State agencies are trying to get set up to electronically provide the reports to the Division. Mr. Granderson explained the process used, and stated the school districts are up-to-speed.

The report after page 11 contains the 15 State Mandated inspections the Division is aware of that are required by various State agencies.

Report #2 indicates how well the school districts are doing with regard to completing the State Mandated Inspections.

Dr. Kimbrell asked if this Report has been in the State Report before, and Mr. Granderson responded no, but the Division wanted to show that the staff was doing. School districts should use SchoolDude to record the inspections. There is a problem (page 11 middle section) because some administrative staff are on 9-10 months contracts and not working during June when the work should be documented and entered into SchoolDude.

Dr. Kimbrell asked about school districts listed on the Report with "N/A" or "0". Mr. Granderson responded "N/A" is not applicable, i.e., if a school district does not have an elevator. The "0" means the school district did not record the information in SchoolDude so the Maintenance staff calls and makes site visits to work with the administration. Some school districts over reported and others under reported because not certain how to record the reports.

The Commission approved the report for dissemination as required by law.

4. Academic Facilities Master Plan Program – State Plan – October 1, 2012

Presented by Murray Britton, Senior Project Administrator - Planning

The Report explains various state academic facility programs and lists committed projects and completed projects for all of the funding programs.

The state-wide Master Plan is based on the school districts' Master Plans' budgetary numbers for their next four-year plan.

Dr. Kimbrell asked if the first spreadsheet was the committed funds and status of projects. Mr. Britton indicated yes, with some variance on those still under construction.

Mr. Weiss questioned some page 45 project costs and the state financial participation amounts. The Division was instructed to correct before submitting the state plan

Dr. Stein reconfirmed that the Division will review and verify the numbers.

The Commission approved the report for dissemination as required by law.

5. 2012 Facilities Master Plan Approval

Presented by Murray Britton, Senior Project Administrator - Planning

Commissioner's Memo # COM-13-019 dated August 28, 2012, was done to notify the school districts the 2012 Master Plans were all approved.

Mr. Weiss commended the Division staff on good work.

No Commission action required.

6. Guidelines for 2013 Master Plan Update and Preliminary Master Plan

Dr. Kimbrell stated he pulled this item from Agenda because it will require additional work and will be considered at a later Commission meeting.

7. Green Ribbon Schools

Presented by Murray Britton, Senior Project Administrator - Planning

Mr. Britton stated the USED program began last year and that Mena's Acorn High School won national recognition.

Mr. Weiss stated it was an impressive accomplishment and he hoped more schools participated this year.

Dr. Kimbrell hoped the State continued to participate and that the Division would encourage the school districts.

Mr. Britton presented the 2013 Application, and indicated there were only two changes. One change was to allow the school districts to apply, and the dates were also changed.

The Commission approved the application form for Arkansas participation in the 2012-2013 Green Ribbon Schools program.

Meeting adjourned.