

**Communication Sub Committee
Meeting Minutes
May 8, 2020
VIRTUAL MEETING**

Present: Holly J. P. Kopp, Ryan Palmer, Donna Brunette, Shawn Chabot

Project Update: The project is 86% complete based on contract value. Site work is underway with clean up, entrance work, curbs, and seeding. Inside the contractor is working through their punch list on the second floor. The certificate of occupancy along with move in dates are being coordinated. The project is on time and on budget. Thus far COVID-19 has not caused delays, although elevator inspections and manufacturing and delivery of new furniture are being closely monitored due to potential impacts of COVID-19.

Website Update: The Building Committee has requested that all sub-committees complete meeting minutes and send them to Ryan Palmer to be posted on the construction website.

Future Posts May Include:

- Instructional Technology to be included in the new high school by Jodi Crawford (posted 5/8/2020)
- Student Time Capsule: To be posted once finalized
- MTA Trivia: Draft for June Meeting
- Yard Sale: To be posted if planned
- Early Site Work for Practice Field: To be posted once relevant to daily operations
- Fit Up/ Move in Transition Plan: For June, post that moving process is underway, but summer months will be dedicated to safe moving procedures for all staff. Grand opening to be planned for September.
- Landscaping: To be posted once finalized
- Fundraising: N/a currently
- Digital Signage: To be posted once finalized
- Promotion of Construction Website in School Newsletters

Next Meeting: June 16 at 2 PM, District Office