

**Facilities Advisory Team Committee Meeting  
Thursday, November 20, 2008  
Kent Phillips Elementary School – 6:30-9:00 p.m.**

**AGENDA**

TOPIC	I/D/A*	DESIRED ACTION	PERSON RESPONSIBLE	TIME
Minutes	D	Approval of minutes from November 6 <sup>th</sup> meeting	A. DANQUAH	6:30pm 6:35pm
Old Business	I	Update on Town Hall Meetings Update on Facilities Team feedback (e-mail responses)	M. GINALSKI	6:35pm 6:40pm
Architectural Firm Report	I	Hunt Engineers will review its report relative to the meeting with the staff at Kent Phillips Elementary School.	C. WOODCOCK	6:40pm 6:50pm
Tour of Facility	I	The Team will gather information about how the building supports instruction and come back together to comment on the tour	ALL	6:50pm 7:10pm
Design Plan	I	Building design –current enrollment/state education requirements	C. WOODCOCK	7:10pm 7:20pm
“What’s in a house?”	D	The components of a comprehensive school What must all schools have to function in order to meet its goals?	A. DANQUAH	7:20pm 7:30pm
Team Activity	A	Review of past plans Breakout into 4 groups – each group will review one of the previous plans. Discuss what you see are the positives of the plan and what you see are concerns of the plan. What will work and what will not work (provide reasons).	ALL	7:30pm 8:10pm
Debriefing	D	Report back to the full group	ALL	8:10pm 8:40pm
Next Steps	I	Review the outcomes of the evening; define what/how we need to move forward; and, future agenda items	ALL	8:40pm 9:00pm

**\*Information, Discussion, Action\***

**NEXT MEETING**  
Thursday, December 4, 2008  
Winfield Elementary School @ 6:30 p.m.  
*This is an important meeting because the  
Demographers report will be presented*