

FACILITIES ADVISORY TEAM COMMITTEE MEETING
Thursday, January 22, 2009 – 6:00 p.m. to 9:00 p.m.
Erwin Valley Elementary School

MINUTES

PRESENT: J. Delorme, A. Danquah, B. Cameron, K. Murdock, S. Romans, P. Webster, T. Decker, T. Tunney, J. Tobia, M. Whittenhall, M. Roe, M. Franklin, R. Gillespie, K. Monastra, J. Meteer, V. Zingler, Kathryn Keeney

ARCHITECTS: C. Woodcock, J. Robbins, R. Smith, R. Gosden

ABSENT: N. Jakobson, K. Wilson-Houck, J. Reilly, R. Kimble, B. Pierce, A. Knowles, M. Ginalski

GUESTS: R. McMaster

RECORDER: K. Dutcher

VISITORS: There were three visitors in attendance.

The meeting was called to order at 6:00 p.m. by the Facilitator, Mr. Danquah, followed immediately by a tour of Erwin Valley Elementary School.

Following the tour Mr. Danquah welcomed the Team and reviewed the agenda and minutes, which were approved by consensus as written.

A list of positives and challenges was developed relative to Erwin Valley:

Positives

Nice new additions, windows, room sizes and lighting
Available acreage
Building situated on flat land
Well maintained

Challenges

Storage
Small group instruction spaces
Open classrooms
Small main office space
Inadequate main lobby
Traffic pattern flow/Parking
Art on a cart
Lack of adequate space for computer lab
Cafeteria space used for Advantage After School program
Stage used for music

Ms. Sarah Romans, Director of Pupil Personnel Services, presented an overview of the Special Education Programs. She provided a draft of the Comprehensive Special Education Plan which outlines in detail the Pupil Personnel Services Program Descriptions. Ms. Romans reviewed the current classroom usage for Preschool, Elementary, Middle and High Schools, as well as BOCES. She also discussed the current challenges such as transportation, space, stability of classroom locations, and ADA requirements.

Mr. Bill Cameron, Public Information Coordinator, discussed the process and development of the Facilities Committee Survey, which will be available on the District's website on Monday, January 26 and will also be available in the next issue of the C-PP Reports. He thanked the subcommittee for their time and efforts in developing this survey.

Mr. Jeff Robbins from Hunt Engineers reviewed Program Studies from Gregg, Severn, Carder and Erwin Valley Elementary Schools. He highlighted the existing floor plan, what is SED minimum and what is required for the education program for each those buildings. Handouts were provided relative to each.

Mr. Roy McMaster, from Capital Advisors, provided Part 2 of his State aid presentation. He focused on the Maximum Construction Contract Cost Allowance and the Incidental Cost Allowance and how they relate to the buildings in our District. He answered many questions from the team. Mr. Danquah asked for feedback relative to his presentation. Some of the reactions were that it is obvious that whatever plan we come up with has to be phased out to maximize state aid and that we consider the adequate size of an elementary school. Other reactions were that we need to know what the schools should be in twenty years and plan accordingly.

Further discussion surrounded:

- If we close a building do we loose aid? That aid would be transferred to another building.
- Operating costs and the request for that information.
- Per pupil costs at each building and a request for that information
- The fact that we must be realistic about the time it will take to complete these projects, 5, 7, 10 years. This will be a significant factor as we move forward
- The fact that the Committee should develop the plan and once that is done the rest of the work should be turned over to the professionals (Hunt, Welliver, etc).

Mr. Charlie Woodcock from Hunt Engineers, noted that the outcome for Saturday's meeting should be to provide direction and/or options for the Architects to explore relative to design, costs, etc.

Mr. Danquah announced that the next meeting will be Saturday, January 24 at Calvin U. Smith Elementary School to develop criteria that will be used to assist in developing an elementary facilities plan.

Breakfast will be available from 8:30 to 9:00 a.m. and the meeting will start promptly at 9:00 .m.

Meeting adjourned at 9:15 p.m.