

FACILITIES ADVISORY TEAM COMMITTEE MEETING  
Thursday, May 21, 2009 – 6:00 p.m. to 8:00 p.m.  
Administration Building

**MINUTES**

**PRESENT:** M. Ginalski, J. Delorme, A. Danquah, B. Cameron, K. Murdock, J. Reilly, S. Romans, R. Kimble, T. Tunney, M. Whittenhall, M. Roe, B. Pierce, M. Franklin, R. Gillespie, K. Wilson-Houck, K. Monastra, J. Meteer, , S. Bathrick, V. Zingler, J. Castiglione, K. Keeney, R. Gosden, R. McMaster, J. Robbins, R. Smith, C. Woodcock, T. DeVoe

**ABSENT:** P. Webster, T. Decker, J. Tobia, N. Jakobson, A. Knowles, K. Dutcher

**RECORDER:** A. Danquah

**VISITORS:** There were several visitors in attendance.

The meeting was called to order at 6:05 p.m. by Facilitator, Mr. Danquah. He reviewed the agenda as well as the meeting calendar highlighting the June meeting dates to include an additional date of June 11. He noted the Team will have to meet every Thursday in June to be able to complete the task of developing a facilities plan.

Mr. Danquah also discussed next steps, which will include an architect's report from the State Education Department and revisiting the Elementary and Secondary models. Mr. McMaster, Financial Consultant, will research the financials and apply them to each model. The Team will review each model and refine them based on the information provided. Finally, the Team will evaluate each model and rank them using the agreed upon matrix before making their recommendation.

Mrs. Mateer led the team in completing the criteria matrix. Group 3, who had not previously completed the ranking of the criteria by "wants and needs", was given the opportunity to do so, while Groups 1 and 2 reviewed their ranking in order to be ready for a whole group discussion. During the whole group discussions, some "musts" were changed to "wants" and all "wants" were ranked and agreed upon by consensus.

Mr. Ginalski presented the Geo-Coding maps of the elementary attendance areas that had been provided by the demographer. A two group activity followed that allowed discussion and reaction to the following questions:

1. What does the data tell you?
2. What do we need to consider as we move forward?

The two groups then shared their responses.

The meeting was adjourned at 8:30 p.m. The next meeting will take place on June 4 at the Administration Building at 6:00 p.m.