

**Educational Specifications/School of the Future Subcommittee Meeting
of the Long Range Educational Facilities Planning Work Group
City Hall, 301 King Street, Chet & Sabra Avery Conference Room 2000
Friday, May 30, 2014, 8:00am
Meeting Summary**

Meeting notes are recorded by City Staff to provide a written record of principal items of discussion, key comments, decisions of the Work Group, and comments from the public. They are not intended to be a verbatim transcription of the meeting.

Meeting Attendees

Subcommittee Members

Tammy Mann

Members Not in Attendance

Ronnie Campbell

Mark Eisenhour

Community

Amy Thomas

ACPS

Laurel Hammig

City of Alexandria

Pat Mann

Dana Wedeles

Project Team

Jay Brinson, Brailsford & Dunalvey

John Burke, Studio27

Ty Specht, Brailsford & Dunalvey

Welcome and Introductions

Laurel Hammig, Facilities Planner/GIS Specialist for Alexandria City Public Schools (ACPS) welcomed attendees and gave a brief overview of the meeting goals, which included reviewing the subcommittee's work program, work completed by project team on the draft educational specification documents.

Review work program

Ms. Hammig reviewed the [Subcommittee's work program goals](#) which detailed the scope of work and schedule, as well as the role of the subcommittee – which is to advise on the Ed Specs process; assist in recruitment for community meetings; become informed on the results of meetings with subject matter experts; and report to the larger LREFP work group.

Review Draft Educational Specification Documents

Ms. Hammig turned the meeting over to Jay Brinson, Brailsford & Dunlavey, Inc., who led the group through an overview of

the draft elementary and middle school educational specification documents. The documents include a conceptual program including agencies and specific details per type of space. Mr. Brinson summarized major spaces including dining, extended learning areas, academic houses, art as well as site management, parking, transportation (including bicycle and pedestrian access). The conceptual building includes a section of the building that can be blocked off after school hours for community uses with a separate entrance. Dr. Mann encouraged the inclusion of licensed after-school programs as a community use to mention in the documents.

The middle school document is set up very similarly to the elementary but includes further programmatic details about science, CTE, performing arts and physical education.

The document is posted on the website for general public comments for approximately two weeks. The group discussed different ways to solicit comments from community members.

Project Schedule Overview

The documents will be updated based on feedback received from the subcommittee and the public. There will be a general community meeting held at Jefferson-Houston to illustrate the process of developing an educational specification and tour the new building.

Delivery of the final document would be within 2 weeks of the final presentation depending on the extent of comments and changes needed.

Next Steps

June 17th - Work Group Meeting
June 24th - 3rd Community Meeting

Materials

Agenda