Long Range Educational Facilities Planning Work Group
Meeting #8
City Hall – City Council Workroom
Tuesday, November 18, 2014, 7:00PM
Meeting Summary
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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.

<u>Meeting Attendees</u>
<u>LREFP Work Group Members</u>
Ken Billingsley
Bill Campbell *(attending for Justin Keating)*
Mark Eisenhour
Mayor Euille
Yvonne Folkerts
Karen Graf
Justin Wilson

<u>Members not in attendance</u>
Herb Berg
Alvin Crawley
Tammy Mann
Judy Noritake

<u>ACPS</u>
Laurel Hammig
Noreen O'Brian

<u>City of Alexandria</u>
Chris Bever
Katherine Carraway
Susan Eddy
Pat Mann

<u>Brailsford & Dunlavey</u>
Jay Brinson

<u>Studio 27 Architecture</u>
John Burke
Katie Floersheimer

<u>Welcome and Introductions</u>
Laurel Hammig, Facilities Planning/GIS Specialist, ACPS, welcomed attendees and provided an overview of the meeting's agenda.

<u>Mini-Master Plan Update and Discussion</u>
Jay Brinson, Brailsford & Dunlavey, updated the group on the progress of the mini-master plans (MMPs) being developed for each school in ACPS, indicating that all plans are expected to be ready for review by the work group by January 31st.

Ms. Eddy, Deputy Director, Department of Planning and Zoning, continued the discussion with a review of the draft mini-master plan for Matthew Maury Elementary School and asked work group members to advise staff on the structure and content to be used as a template for the others. Discussion included the following:

General:
- Make clear that these MMPs are possible ideas for addressing issues – they are not intended to be a final decision on any site;
- More clarity is needed at times for readers who might not be as familiar with the process – for example, describe 'benchmarks'; what does it mean to say a school has 200 more kids over capacity, how can we help the reader interpret what that means
- Show 'bucket list' vs. 'reality list' - make sure public understands this is a wish list – it's to provide info for policy makers to make decisions - ACPS commit to revisiting community about current thinking on these plans
- Include for each school any background info that may affect addition/renovation – e.g., drainage issues
- Show enrollment history and include pictures/charts to illustrate classroom deficit/historical enrollment (from FY2000)
- Remove specifics about purchasing land
- Show what school will look like within each neighborhood

Include in the executive summary for each MMP:
- Some sort of a 'dashboard' – show highlights for each school up front
- Real world issues for each school, i.e., some kids have to go to lunch at 10.30am; music class taking place in hallways; science lab nonexistent; art on a cart; ELL coach having to share space with 5th grade class
- Charts/illustrations showing age of each school, average class size etc.
- Include a key for each school/map

Include with recommendations:
- A timeline –specific to each school or general
- Indicate who is responsible for what, estimate length of effort

Cost estimates:
- Include cost estimates in all MMPs
- How many maintenance calls are registered for each school – how much is it costing to keep up with repairs in aging buildings

Timeline/Community Engagement and Enrollment Projections

The group discussed the best options for engaging the community and decided to rollout the entire plan at one time through the public hearing process as well as community meetings and online engagement. They concluded that adjusting the timeline for the rollout process would be necessary.

Ms. Hammig briefed the work group on updated enrollment/projections.

Ms. Eddy offered to organize a visit to Bailey's Upper Elementary School for work group members to see an urban school model.

Next Steps

Staff will:
- forward draft mini-master plans to work group members for review as they become available in December
- schedule a work group meeting in January to discuss mini-master plans
- forward a revised timeline for the LREFP rollout process