

# ADVISORY COUNCIL ON SCHOOL FACILITIES AND CAPITAL PROGRAMS

## MEETING AGENDA

February 8, 2016

Patrick Henry Elementary School, Library

- 6:30 - 7:00 Building Tour
- 7:00 - 7:05 Welcome
- 7:05 - 7:10 Public Comment
- 7:10 - 7:10 Approve Minutes
- 7:10 – 7:20 Relocatable Plan – Jim Meikle/Zach Larnard
- 7:20 – 7:55 CIP Update – John Chadwick
- 7:55 - 8:10 High School Enrollment Discussion – Kelly King
- 8:10 - 8:25 Alternate Phasing Option for Stratford – John Chadwick
- 8:25 – 8:40 Stratford Access Alternatives – John Chadwick
- 8:40 - 9:10 Committee Assignments and Reports
- Enrollment Report – Lionel White
  - CCPTA – Don Weinstein
  - Parks and Recreation – Pam Silberstein
  - ACI – Bill Schimmel
  - BAC & Budget Workgroup
  - Project Updates – Benjamin Burgin
  - Wilson
- 9:10 - 9:15 Wrap Up and Next Steps

**Next Meeting:** March 14, 2016, Campbell Elementary School

## Up Coming Meetings:

- CIP Community Meeting: Wednesday, February 3, 7:00 PM, Yorktown HS
- Wilson BLPC: Wednesday, February 10, 7:00 PM
- Wilson PFRC: Wednesday, February 17, 7:00 PM
- CIP Community Meeting: Wednesday, February 17, 7:00 PM, Wakefield HS
- School Board Meeting: Thursday, February 18, 7:30 PM
- Joint School Board/County Board Work Session: Friday, February 19, 4:00 PM, *Location TBD*
- Stratford BLPC: Monday, February 22, 7:00 PM
- CIP Community Meeting: Wednesday, February 24, 7:00 PM, Washington-Lee HS
- School Board Meeting: Superintendent's Proposed FY 2017 Budget: Thursday, February 25, 7:30 PM, Rm. 101
- Budget Work Session #1 immediately following SB meeting: Thursday, February 25, Rm. 101
- Budget Work Session #2: Wednesday, March 2, 5:00 PM, Rm. 101
- Wilson BLPC: Wednesday, March 2, 7:00 PM
- School Board Meeting: Thursday, March 3, 7:30 PM
- Stratford BLPC: Monday, March 7, 7:00 PM
- Budget Work Session #3: Tuesday, March 8, 7:30 PM
- Budget Work Session #4: Tuesday, March 15, 6:30 PM, Rm. 101
- School Board Meeting: Thursday, March 17, 7:30 PM

**Advisory Council on School Facilities and Capital Programs (FAC)  
Meeting Minutes  
February 8, 2016**

Members in attendance: Ben Burgin, George Buzby, John Chadwick, Gerry Collins, Laura Saul Edwards, Michael Freda, Greg Greeley, Kelly King, Lois Koontz, Zach Larnard, Greg Lloyd, Steve Maguire, Miles Mason, Jim Meikle, Ron Molteni, Heather Obora, John Peck, Pam Silberstein, Stacy Snyder, Meg Tuccillo, Don Weinstein and Lionel White.

James Lander (School Board Liaison), Michael Shea (Budget Advisory Council) and Tannia Talento also attended the meeting.

1. Facility Tour: Principal Annie Frye and Assistant Principal Cameron Snyder provided a tour of Patrick Henry Elementary School. Of particular interest were the ways they are maximizing use of their largely one-floor building (somewhat rare for Arlington), including classrooms for children with special needs.
2. Welcome: Kelly King opened the meeting at 7:00 at the Patrick Henry library. She welcomed back John Peck as a newly reappointed member of the FAC.
3. Approval of Minutes: The draft January minutes were approved without discussion.
4. Public Comment: Kelly asked if there were any citizens present who wished to address the FAC. Hearing no response, she moved to the next agenda item.
5. Relocatable Classroom Plan: Zach Larnard has been tasked to provide an accurate view of how space, including in relocatables, is used throughout Arlington Public Schools. He briefly described the new Facilities Information Management System (FIMS) database, which will identify the square footage of each APS space and how it is being used. This will permit Facilities & Operations to compare the “as built” and “as used” capacity of each school. Zach noted that he is meeting with each principal and their staff in support of this effort.

John Chadwick briefly discussed the challenges of placing relocatables on permeable and non-permeable ground surfaces. The County has been cooperative in adapting local regulations to facilitate the use of relocatables, which are considered temporary structures.

Kelly and Miles Mason discussed the challenges of achieving 100% space utilization, noting that common spaces, such as cafeterias and playgrounds, may not be able to support such use. Members of the FAC have brought up the concern that there isn't a tool to help fully understand site limitations when making decisions on school locations, boundary changes and/or program changes. This is necessary as we move forward.

## 6. CIP Update:

John noted that the public forums discussed at our last meeting have begun. The first session, held at Yorktown High School on 3 February, had only a limited number of attendees, in part because of other school activities going on at the same time.

John next distributed copies of the “Capital Improvement Plan FY 2017-26 School Board Framework”, which includes a section on the community engagement process.

Miles discussed the latest numbers, which point to the need for another elementary school in North Arlington. He suggested that boundary changes would not be sufficient. He also asked what we could do now to help solve the problem of over-capacity elementary schools, including non-capital options.

Laura Saul Edwards discussed the possibility of consolidating many of the pre-K classrooms around the county into a single program at the Reed facility. Some members commented that this might lead to problems with inclusion.

James Lander commented that we have capacity at the Drew building, ready to be used when needed, as well as some at Hoffman-Boston. He also suggested that we do not have to wait for new school construction to make adjustments. Further, he said that the School Board is starting to talk about exemplar programs.

Miles wondered if voluntary transfers to under-utilized schools would include bus service. James said that studies have shown that most families with elementary school children resist bus rides of more than 20 minutes. Ron Molteni agreed with this. Stacy Snyder suggested that voluntary busing should be an option available to parents.

George Buzby wondered if we could coordinate pre-K programs with Parks & Recreation. John responded that APS pre-K programs are greatly different from those offered by Parks & Recreation in structure and emphasis on learning.

There are two upcoming CIP meetings. FAC members will act as facilitators and note takers for these sessions. FAC members are encouraged to attend to understand community concerns and ideas. The role FAC will play will be further defined once the Board provides direction to the staff in early March. The CIP will continue to be discussed at the FAC’s March meeting.

7. High School Enrollment Discussion: Kelly said that the members of the FAC High School Capacity Working Group, which now includes John Peck, have been continuing their work. They hope to meet with the high school principals to learn from their insights. They are also interested in learning from the experiences of other regional jurisdictions.

Lois Koontz would like to see the compilation of a “supplemental reading” list, to help inform the high school enrollment discussions.

In response to a question, John Chadwick noted that there had been 73 applications for 40 available seats in the proposed Arlington Tech program.

Kelly discussed how at the Advisory Chairs’ meeting in February the participants discussed that the CIP is really a combined effort of Facilities, Instruction and Budget, and discussed with the School Board Chair that perhaps creating a separate entity to lead the CIP formulation would be a better approach.

The FAC next returned to discussing what constitutes a comprehensive high school. Several members wondered if APS could use county athletic fields, should we want to build a new comprehensive high school that does not have space for its own fields.

In response to a question from Don Weinstein, John confirmed that APS very recently literally “received the keys” to the Fenwick Center, a 24,000 square foot facility located next to the Career Center, which until fairly recently had been used by the County as a public health clinic. The building, after some modifications, will be used in conjunction with the Career Center and the Arlington Mill program. Steve Maguire wondered if the building could be used for elementary seats or to supplement space needs at Henry. John responded that the immediate need is to support the Career Center and Arlington Mill and that the spaces at the Fenwick Center were not readily adaptable for elementary use.

Kelly noted that she, together with Stacy and John Peck, participated in a Washington-Lee High School PTA capacity meeting. Don noted that this committee has been quite active for several years. The PTA discussion was positive and they shared the results from a survey conducted with parents two years ago on preferred ways to address their overcrowding. They intend to conduct another survey this year. Kelly will share the results with the FAC. Kelly noted that perhaps this feedback would be useful to obtain from the other high schools.

8. Alternate Phasing Option for Stratford: John outlined an option that is being proposed: the possibility of phasing in, by grade, the students who will be attending Stratford Middle School and a delay in construction of the Stratford project. This would, he noted, avoid the need to move the Stratford Program students to a temporary location pending completion of the new Wilson school, might assist in financing, and would provide more time to complete construction. He stepped through a possible timeline for the Stratford project based on starting construction in the summer of 2019 with interior renovations in July and August when the Wilson building should be ready for the H-B Woodlawn students, and then finishing up construction the following summer, after which the remaining new students would enter Stratford. This option would not impact the construction of the Wilson Building. In response to a question, John noted that this scenario would be discussed as part of the CIP process.

This led to a discussion of the possible impact of such a change on a timeline that has already been vetted with the community. Laura and Kelly noted that there would likely be hard feelings and stress in the Swanson and Williamsburg parent communities due to this potential change. The FAC noted that communication is critical to this proposal. Lois suggested that while we need to make plans, we also need to be able to adjust as circumstances change and opportunities present themselves. Gerry Collins wondered if the alternate phasing option might better address the School Board objective of meeting the needs of the whole child."

9. Stratford Access Alternatives: Ben Burgin reported that planning continues on the vehicle access road for Stratford Middle School. Various governmental and civic groups have expressed their preferences. Ben reminded the FAC that the site has difficult topography. John and Ben then said that they were working with the County Fire Marshal to ensure that the selected solution would permit emergency vehicles to rapidly access the site. Ben also noted that there would be a transportation impact study for the site. Finally, John noted that the vehicle road design would not affect the building design.

10. Committee Assignments and Reports:

- CCPTA: Don noted that the January meeting had been cancelled due to the snow.
- Enrollment Report: Lionel White noted that the chart on page 2 of the "APS Annual Enrollment Projections Report" might have one incorrect figure, depending upon when you accessed the file, due to problems with the document image.
- ACI: No report in the absence of Bill Schimmel
- Parks and Recreation: Pam Silberstein noted that the public planning process is underway. Kelly has forwarded the meeting dates to the FAC members.
- BAC: Steve briefly reviewed last month's meeting, which he attended on behalf of the FAC. Among other items, the BAC discussed the need to hire additional teachers, substitute teacher pay, and closeout funds.

11. Project Updates: Ben provided the following project updates:

- Abingdon Elementary School: Construction work should begin in June.
- Ashlawn Elementary School: Work is nearly complete on the Montague Street ramp, which now just lacks the handrail, installation of which was delayed due to the recent snow. John suggested that we take a look at the ramp, which he says turned out very well.
- Discovery Elementary School: The athletic/play fields are not yet complete. Work on the punch list items is going quite well.
- McKinley Elementary School: Work on the one-story addition with four classrooms is substantially complete and should be turned over for use

within the next month.

- Stratford Middle School: Discussed earlier this meeting
- Washington-Lee High School: Discussions continue with the low bidder for Phase 2 renovations.
- Wilson Site: The BLPC will meet on Wednesday to review the schematic design. In response to a question, John noted that the design would include a garage. (Kelly forwarded a memo prepared by Facilities & Operations discussing parking options.)

12. Next Meeting: The next meeting will be held on 14 March 2016 at the Ed Center.