

**ADVISORY COUNCIL ON SCHOOL FACILITIES AND CAPITAL PROGRAMS**  
**MEETING MINUTES**  
December 14, 2020 – 6:30 PM  
Microsoft Teams Virtual Meeting

In Attendance: John Chadwick, Jeff Chambers, Michael DePalma, James Meikle, Sarah Johnson, Catherine Lin, Mike Freda, Johnathan Turrisi, Heather Carkuff Josen, Rosa Cheney, John (Chair) Giambalvo, David Goodman, Charles Goyette, Cynthia Hilton, Sally Hoekstra, Steven Leutner, Colleen (Vice Chair) Pickford, Adam Rasmussen, Stacy Snyder, Greg Lloyd,

Non-FAC Attendee: Christina Headrick, Glebe Parent

1. Minutes for October 19, 2020 and November 16, 2020 meetings were approved.
2. Liaison Updates:

Cynthia Hilton, Aquatics Committee (AC): The latest Facilities Optimization Study was shared with the AC. The AC requests that future reports include aquatic facilities be included in the High School Facility Inventory. The AC is currently engaged in, rewriting School Board policy on in-school swimming pools.

Stacy Snyder, JFAC (Joint Facilities Advisory Commission): Commission was previously working on an outline for a public facilities master plan, but County Manager Mark Schwartz communicated in a November message that funding and staffing does not exist to continue that project. There may not be enough money to staff this project until 2022. Greg Greeley has resigned as Chair. Many feel this shows the project is not a priority. There is agreement that the County needs this commission and its planning right now, even without official staffing. Reorganization is necessary, hopefully with continued focus on a Master Plan.

Chip Goyette, Teaching & Learning: The November meeting focused on Gifted, EL, and SPED. There were not a lot of touchpoints for Facilities. Provision of gifted services is quite varied from school to school, especially at ES. Perhaps we can look to better integrate FAC and Teaching & Learning in the future.

Steve Leutner, Enrollment Projections Internal Review Committee: Projections: Birthrates declined from last year. They are now correlating 2020 (and going forward) births with addresses, and thus planning units for K projections. Projections will be released in January.

3. APS Site Evaluation: Stacy Snyder reported on the site evaluation process, which combines all sites and previous studies, historic designation, possibilities and constraints of each site into one document/website that is easily accessible. This will be a very valuable tool for APS to see what we have available; final product should be ready soon. This planning tool includes county sites; it does not include current sites with limited additional building opportunities.
4. Instructional Programs and Pathways (IPP) Update: Jonathan Turrisi (Dir. Of Strategic Planning), Liaison to Dept of Teaching and Learning, presented on the updates to the IPP over the past couple of years. The IPP defines the roles of all educational programs. This information will be centrally available on the APS website. It includes each of the following:
  - Information on expansion, creation, changing, movement, consolidation, and elimination of programs.
  - Determining how to assess these programs – determining program criteria, which will then guide how best to assess whether the programs are successful in meeting those criteria.
  - Framework for making decisions – informs budget, CIP, boundaries, Facilities, AFSAP, equity.

Information on the IPP will be distributed in multiple languages; community engagement is planned for the future. The visioning process and engagement will happen earlier in the school year in the future. FAC can help with pragmatic issues regarding whether and how programs fit into school buildings. For example, is there actual space for new programs? In the future, the IPP could look at the feasibility of continuing virtual education delivery for some grades or subjects where appropriate. This could help with our seats shortage.

5. Capital Project Update: Jeff Chambers

School Moves: Movers have been contracted and packing boxes delivered. Refresh scopes of work to be prioritized based on funding available. Kitchen updates a priority. Funding is sufficient.

Arlington Tech: Punch list and ADA items are being completed. Existing elevator not communicating with fire alarm – working on that glitch with the County. Library updates moving along.

Ed Center: Contractors doing administrative work. Final completion by December of 2021.

Fleet: Still working on ADA upgrades – Parking/Elevator/Outdoor Classroom. Contractor experiencing some delays getting subcontractor estimates. Punchlist closeout. Domestic Booster Pump Failure – effects water pressure for toilets and sinks on the upper floors.

Reed site: Building structure topped out and almost completely enclosed. Interior partitions being installed. New parking lot at library. Net zero building with solar PPA (Power Purchase Agreement). Currently about 8 days behind due to COVID product delays.

Hamm: Year and a quarter behind schedule. TCO (Temporary Certificate of Occupancy) expires 1/22/21. Need to renew it. Punchlist will be issued after substantial completion. Stormwater remediations are needed. Permanent power to traffic light completed.

Sequoia Plaza at Syphax: LEED submission resubmitted 10/22.

Transportation Staff Facility: Phase 1 scheduled Substantial Completion 2/4/21.

The Heights: Roof leaks -- third floor terrace/roof will be replaced. HVAC third party investigation to figure out what the problem is and who is responsible.

Gunston HVAC: Couple open items will be completed shortly.

Randolph HVAC: Completion Jan 4<sup>th</sup> – Entire HVAC system replaced

Wakefield HVAC: Commissioning on hold until some issues are resolved.

6. FAC Endorsement of the Facilities Optimization Study: Michael DePalma and John Giambalvo. How can we send our approval to the SB? Letter? Can staff present the Study at a future SB meeting, along with FAC's endorsement paragraph? John Chadwick suggested including the endorsement in the next Friday Report to the Board.
7. Building Ventilation & Air Purification: John Chadwick, James Mickle and Catherine Lin. Classroom capacities posted on website (see link below). Classrooms and relocatables included in this document if principals submitted them as part of their hybrid use plans. Certified Room Air Cleaners – APS has ordered 250 to go into classrooms that don't have the MERV13 filters or don't have sufficient fresh air exchanges. Some reimbursement coming back from CARES funding. Social distancing maximum will be attained. There was some discussion of ASHRAE 62.1 and air quality requirements.

Return to School Classroom Capacity:

<https://www.apsva.us/maintenance/return-to-school-classroom-capacity/>

8. Capital Improvement Plan (CIP) Update: John Chadwick. CIP *framework* presented to SB for two upcoming CIPs. Current CIP is looking at the next 4-6 years, and proposals are limited – most needed items are air quality and HVAC updates. It needs to be determined which schools are most in need of these upgrades. Recommendations will be

put into Superintendent's proposed CIP. Additional kitchen modifications needed. Safety and security upgrades (more vestibules) will be proposed. Short- and long-term solutions for completing The Heights. Actual CIP and finances will come later in the spring/summer.

Question: With no mention of new seats, how do we get new secondary seats in time for when they are needed? Staff maintains that we need input from the IPP – instructional programs and decisions should lead the seats discussion.

Next CIP: We need to have IPP study complete before proposing adding more seats, specifically secondary capacity. What is the future for the Career Center? ES capacity – Barcroft or Randolph upgrades where neighborhood seats are needed. Renovation of older buildings. Continuing HVAC and air quality issues.