
MEETING MINUTES
Facilities Enrollment Advisory Committee Meeting
November 13, 2014

Committee Members Present:

Mary Newby, Co-Chairperson/North Hagerstown Area Representative
Taylor Oliver, Co-Chairperson/Williamsport Area Representative
Brian Albert, Clear Spring Area Representative
Jennifer Ashbaugh, Smithsburg Area Representative
Caren Cramer, Boonsboro Area Representative
Anne Dunham, Williamsport Area Representative
Michael Faith, Hancock Area Representative
Heather Lindner, South Hagerstown Area Representative

Staff Members Present:

Chad Criswell, Senior Project and Planning Supervisor
Rob Rollins, Director Facilities Planning and Development
Boyd Michael, Deputy Superintendent

Summary of the Discussion of the Facilities and Enrollment Advisory Committee:

Introduction and Review of Agenda:

The meeting of the Facilities Enrollment Advisory Committee (FEAC) convened at 7:00 p.m. in the Auditorium of the Center for Education Services.

Approval of Meeting Minutes:

Mr. Criswell noted that the draft meeting minutes for May 27, September 23, and October 14 had been previously approved by the committee to be posted on the FEAC website as “DRAFT” versions, but required formal approval by

the committee. The May 27, September 23, and October 14 Facilities Enrollment Advisory Committee meeting minutes were approved as written.

Review of Final Recommendations:

Mr. Criswell reviewed the revised recommendation #10, and the associated maps. This recommendation was revised to reassign a non-residential, northeastern portion of the Lincolnshire Elementary attendance zone to the Bester Elementary attendance zone. It was noted that the maps for the revised recommendation were being presented at the request of the FEAC, from its October 14th meeting discussion. Mr. Criswell reminded the committee that based on this revision, recommendation #10 would now be a zero student impact change to create a contiguous attendance zone in conjunction with recommendation #8.

Mr. Criswell briefly discussed and recapped the progress and efforts of the FEAC during its attempt to meet the Board's February 19, 2013 Charge. He noted that the committee had already met the first component of the Charge, and was now in the process of finalizing its recommendations to meet the second and third part of the Charge. It was noted that during the past ten months, the FEAC had reviewed 28 different options, prepared and presented a progress report to the Board in June, reviewed and revised the recommendations this fall, and currently had 14 preliminary recommendations for consideration. He briefly went through some of the public correspondence that the committee had received based on their work to date. Mr. Criswell reviewed the voting process, and how it would occur for each recommendation. He stated that each of the 14 preliminary recommendations would be briefly re-reviewed, and then the committee would vote in accordance with the process. It was noted that he had not received any additional questions or correspondence on the preliminary recommendations from the FEAC since the last meeting. Mr. Criswell

also stated that he had not received any additional recommendation requests, or ideas for consideration by the FEAC.

One of the FEAC co-chairpersons clarified that the FEAC's purpose, per the Charge from the Board, was to make the best recommendations it could for the Board to consider. The co-chairperson noted that the committee had considered all of the public correspondence it received, as well as any possible reasons why a recommendation should be revised or reconsidered. It was noted that redistricting is not a pleasant experience for all individuals in the county, especially those citizens that a recommendation may potentially impact in what they might consider a negative way. The co-chairperson noted that the FEAC's objective was to provide the best overall recommendation possible to the Board. The co-chairperson stated while the committee understood and sympathized with individuals that felt unhappy with the FEAC's recommendations, that the committee urged those individuals to continue providing their comments and input to the Board of Education as the process progresses. It was noted that the Board is responsible to conduct public hearings and formally vote on each preliminary recommendation before any attendance zone realignment occurs, and that the Board's final decision may not reflect what the FEAC recommends. A staff member commented that the Superintendent and the Board review the FEAC recommendations simultaneously and the Superintendent and the Board both have the right to alter any, all, or none of the recommendations during the process, and prior to approval. Mr. Michael stated that on behalf of WCPS all the work that is being accomplished by the FEAC is appreciated.

Committee Member Vote on the Final Recommendations (led by Mr. Oliver and Ms. Newby):

Group I includes Preliminary Realignment Recommendations 1, 2, 3, and 4: These preliminary recommendations create a new “West City” Elementary School attendance zone.

Preliminary Realignment Recommendation #1: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #1, which reassigns approximately 236 - 260 K-5 students from the Salem Avenue Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by:</i>	<i>Caren Cramer</i>
Do we have a second?	<i>Second by: Brain Albert</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #1 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #2: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #2, which reassigns approximately 82 - 97 K-5 students from the closing Conococheague Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by:</i>	<i>Anne Dunham</i>
Do we have a second?	<i>Second by: Caren Cramer</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #2 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #3: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #3, which reassigns approximately 23 - 26 K-5 students from the Lincolnshire Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by:</i>	<i>Jennifer Ashbaugh</i>
Do we have a second?	<i>Second by: Taylor Oliver</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #3 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #4: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #4, which reassigns approximately 20 -23 K-5 students from the Maugansville Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Mary Newby</i>
Do we have a second?	<i>Second by: Caren Cramer</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #4 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Group II includes Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9. These preliminary recommendations reassign the existing Conococheague and Winter Street elementary school attendance zones to different elementary school facilities and provide enrollment relief to Ruth Ann Monroe Primary/Eastern Elementary by reassigning a non-transportable student area back to Salem Avenue Elementary.

Preliminary Boundary Realignment Recommendation #5: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #5, which reassigns approximately 16 – 22 K-5 students from the closing Conococheague Elementary School attendance zone to the Clear Spring Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Brian Albert</i>
Do we have a second?	<i>Second by: Anne Dunham</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #5 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #6: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #6, which reassigns approximately 53 - 59 K-5 students from the closing Conococheague Elementary School attendance zone to the Maugansville Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Caren Cramer</i>
Do we have a second?	<i>Second by: Mary Newby</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #6 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #7: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #7, which reassigns approximately 170 - 176 K-5 students from the closing Winter Street Elementary School attendance zone to the Salem Avenue Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Jennifer Ashbaugh</i>
Do we have a second?	<i>Second by: Taylor Oliver</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #7 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #8: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #8, which reassigns approximately 67 - 75 K-5 students from the closing Winter Street Elementary School attendance zone to the Bester Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Caren Cramer</i>
Do we have a second?	<i>Second by: Brian Albert</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #8 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0

Motion

Pass

Preliminary Boundary Realignment Recommendation #9: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #9, which reassigns approximately 105 -112 K-5 students from the Ruth Ann Monroe Primary School and Eastern Elementary School attendance zone to the Salem Avenue Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

Motion by

Taylor Oliver

Do we have a second?

Second by: Jennifer Ashbaugh

Any discussion?

Mr. Criswell reviewed the PowerPoint slide related to Recommendation #9 as part of the discussion.

All those in favor?

8

All those opposed?

0

Motion

Pass

Group III includes Preliminary Boundary Realignment Recommendations 10 (revised), 11, 12, 13, and 14. These preliminary recommendations provide enrollment relief to Lincolnshire Elementary, Pangborn Elementary, and Williamsport Elementary as well as a small, administrative change to create a contiguous attendance zone boundary between Northern and Western Heights middle schools.

Preliminary Boundary Realignment Recommendation #10: Do I hear a motion to approve the Revised Preliminary Boundary Realignment Recommendation #10, which reassigns 0 K-5 students, and only non-residential land from the Lincolnshire Elementary School attendance zone to the Bester Elementary School attendance zone in order to create a contiguous boundary for Bester Elementary.

Motion by

Mary Newby

Do we have a second?

Second by: Anne Dunham

Any discussion?

Mr. Criswell reviewed the PowerPoint slide related to Recommendation #10 as part of the discussion.

All those in favor?

8

All those opposed?

0

Motion

Pass

Preliminary Boundary Realignment Recommendation #11: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #11, which reassigns approximately 46 - 53

K-5 students from the Lincolnshire Elementary School attendance zone to the Fountain Rock Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Caren Cramer</i>
Do we have a second?	<i>Second by: Taylor Oliver</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #11 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #12: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #12, which reassigns approximately 35 - 43 K-5 students from the Williamsport Elementary School attendance zone to the Fountain Rock Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Mary Newby</i>
Do we have a second?	<i>Second by: Caren Cramer</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #12 as part of the discussion. Mr. Oliver commented that the FEAC received a petition with 16 signatures regarding this recommendation. Fountain Rock is currently at 68% state-rated capacity and Williamsport Elementary at 103% state-rated capacity.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #13: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #13, which reassigns approximately 31 - 38 K-5 students from the Pangborn Elementary School attendance zone to the Potomac Heights Elementary School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Brian Albert</i>
Do we have a second?	<i>Second by: Caren Cramer</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #13 as part of the discussion.</i>
All those in favor?	8

All those opposed?	0
Motion	Pass

Preliminary Boundary Realignment Recommendation #14: Do I hear a motion to approve Preliminary Boundary Realignment Recommendation #14, which reassigns approximately four (4) grade 6-8 students from the Northern Middle School attendance zone to the Western Heights Middle School attendance zone, as it was shown in the Progress Report to the Washington County Board of Education.

<i>Motion by</i>	<i>Jennifer Ashbaugh</i>
Do we have a second?	<i>Second by: Caren Cramer</i>
Any discussion?	<i>Mr. Criswell reviewed the PowerPoint slide related to Recommendation #14 as part of the discussion.</i>
All those in favor?	8
All those opposed?	0
Motion	Pass

Conclusion:

At the conclusion of the voting Mr. Criswell noted that he would draft the report that outlined the Final Recommendations and the FEAC's process and efforts. He stated that he would send a draft of this report out to the committee members for their review and comments. It was noted that the report was currently scheduled to be presented to the Board via a work session in early January. The committee requested the ability to have 3 – 4 days for review and comment and would prefer the ability to review the report over a weekend. Mr. Criswell thanked the committee for their efforts and diligence during this process.

The meeting was adjourned by 8:00 pm.