
MEETING MINUTES
Facilities Enrollment Advisory Committee Meeting
April 28, 2015

Committee Members Present:

Mary Newby, Co-Chairperson/North Hagerstown Area Representative
Taylor Oliver, Co-Chairperson/Williamsport Area Representative
Caren Cramer, Boonsboro Area Representative
Jennifer Ashbaugh, Smithsburg Area Representative
Heather Lindner, Williamsport Area Representative

Staff Members Present:

Chad Criswell, Senior Project and Planning Supervisor
Rob Rollins, Director Facilities Planning and Development

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 6:30 p.m., in the Boonsboro Room of the Center for Education Services.

Approval of Meeting Minutes:

The March 10, 2015 Facilities Enrollment Advisory Committee meeting minutes were approved as written.

Review/Update of Attendance Zone Realignment Process:

Mr. Criswell updated committee members on the status of the Attendance Zone Realignment Process, since the FEAC's presentation to the Board on April 7, 2015. Mr. Criswell noted that the Board had sent the report to Dr. Wilcox for his review and input. After reviewing the FEAC report, Dr. Wilcox requested additional information to review the Maugansville Elementary/Paramount Elementary attendance zones; the Pangborn Elementary/Paramount Elementary attendance areas; the Pangborn Elementary/Potomac Heights Elementary attendance zones; and the possibility of expanding recommendation #13 to include more Pangborn students from an adjacent area. After reviewing the report and the additional information, Dr. Wilcox wrote a report to the Board of Education on April 16 2015 that had been provided to all of the FEAC members prior to this meeting. Mr. Criswell noted that in that report, Dr. Wilcox recommended all 21 recommendations from the FEAC report. In addition, he proposed a new recommendation #22 to move an estimated 49 Pangborn Elementary students at the Cortland Park Apartment complex to be redistricted to Potomac Heights Elementary School. Mr. Criswell shared that WCPS instructional staff was in favor of this recommendation based on the proposed student/teacher class sizes. Mr. Criswell noted that the Superintendents report considered the same factors that the FEAC had reviewed. He briefly went through the factors of the report with the committee.

Mr. Criswell reminded the members that a public hearing is scheduled for next Monday, May 4, 2015 where the Board of Education members will be available to hear public comments. A member asked if FEAC members were required to attend. Mr. Criswell stated that all FEAC members were invited to attend but it was not mandatory. Mr. Criswell shared that he and other WCPS staff will be available an hour prior to the public meeting to answer questions from the public. Staff will set up in the back of the room with maps on easels for the public to view, and they will have computers set up to verify addresses and answer questions. He noted that information has been provided to parents of those students affected through Connect 5 alerts, emails, Facebook, newspaper and letters from principals. A copy of the Superintendent's Report was also placed in the CES lobby. Mr. Criswell added that as of today, he has received approximately 20 phone calls from citizens concerning the redistricting proposals, and that most contacts have been positive. He stated that a record of all correspondence was being kept, and would be shared with the Board through the Public Information office. He noted that he had a parent contact him from the Sterling Oaks Development, stating that the parent wanted confirmation that Williamsport Elementary was a magnet school, and thus allowed out of attendance zones students to attend that school through the program. Mr. Criswell noted that this citizen indicated they would attend the hearing to voice their concerns. He also shared that in most cases, parents were happy to hear that the middle and highs were not affected. Mr. Criswell noted for Recommendation #14, North Middle to Western Heights Middle, staff made individual phone calls to the current student families that would be impacted by this recommendation since there was such a small number of residences and middle school students impacted.

Mr. Criswell told the committee that he had received comments from school staff, and teachers were very happy with the committee's concise report. He also commended the co-chairs on the great job they did at the work session, on April 7, 2015. Mr. Criswell thanked the FEAC for all of their hard work, time, and efforts on seeing this process through. He informed the committee that June 2, 2015 is the tentative date for the Board of Education to vote on the final attendance zone realignment options.

REVIEW OF THE 2014 Educational Facilities Master Plan and Anticipated Changes to the 2015 Educational Facilities Master Plan:

Mr. Criswell shared that staff was handling the Educational Facilities Master Plan (EFMP) the same as it has done the past couple of years, in that it is presented to the FEAC committee two (2) times. The first meeting is to formally review the prior year (2014) EFMP, and to review the draft version of Chapter 5 (large systemic projects) which is proposed to go into the draft 2015 EFMP. Mr. Criswell noted that the draft version of Chapter 5 had not yet been presented to the board, and was subject to any comments, changes or suggestions that the Board of Education may offer at their work session that is scheduled for May 19, 2015. He stated that the committee will receive the full version of the draft 2015 EFMP at the same time the Board does, which would be in early May. The second FEAC meeting will be after the May 19 meeting, and staff will update the FEAC on any changes that the Board of Education may have requested. He noted that this schedule offers the FEAC two (2) opportunities to ask questions, and

propose changes prior to submitting a letter of recommended changes or support of the document. In addition, he noted that it prevents the committee from reviewing a document that may be different from the Board's final proposed plan. Mr. Criswell went on to review the Large Capital Projects; he shared that Jonathan Hager Elementary School and the High School Capacity Project (HUB) are a continuation from last year. He noted that Sharpsburg Elementary School had been pushed-out one (1) year due to projected enrollment in the Sharpsburg/Boonsboro area, and to ensure that the project will qualify for the maximum amount of state funding. He stated that in doing this, the timing of the project also aligned with the County's current proposed funding plan, as identified in the current version of the FY16 CIP. The committee discussed the growth in the town of Boonsboro as well as traffic issues, Mr. Criswell added the one developer currently has 104 homes approved and approximately 20 or so in various stages of construction. He noted that there were a lot of homes in conceptual phase, and there had been several discussions on mitigation through an APFO agreement with the County, but that nothing to his knowledge had been finalized at this point. He noted that staff would continue to monitor this as it develops, but at this point in time, was still recommending the Sharpsburg project as the best option. Current enrollment projections still indicate that in order to receive the maximum amount of state funding, and build a new South County Elementary School, that the Board would have to close Sharpsburg Elementary to utilize the enrollment to justify that facility. It was noted that the Sharpsburg Replacement project would add capacity, replace an aging school (worst ranking elementary facility), and not require additional staffing/costs that would be required at a new school facility.

Mr. Rollins indicated that based on an internal review, E. Russell Hicks Middle addition/modernization was removed from the out year projects that were identified. He noted that this was due to multiple recent renovations at that facility, and a drop in projected enrollment. He stated that the Western Heights Middle Modernization project was pushed-back one (1) year and that the Springfield Middle Modernization project was added to the list for construction in 2023, based on the needs identified at that facility. It was noted that both of these facilities are open school designs, and both would be in need of a modernization, with multiple large systemic projects identified. Mr. Criswell stated that the Academic Hub moved up, and if it is constructed, it will add approximately 319 additional seats at the high school level.

A member asked if there was a plan for where the Academic hub would be located. Staff shared that the Bowman Development Corporation submitted a proposal to demo the existing building between Barbara Ingram School for the Arts and the Maryland Theater. In that proposal, a new structure would be constructed for the Academic Hub. Staff noted that in accordance with law, a Request for Proposals will go out to solicit other vendors to submit proposals for the Academic Hub to be compared to the Bowman Development Corporation's proposal, and then the Board would choose the best overall option for consideration of award.

Mr. Criswell shared that systemic requests include, roofs and HVAC systems, adding that Mr. Mills works with his staff to determine needs. He stated that the draft plan calls for the South Hagerstown High School roof to be moved forward from where it was in last year's EFMP. It was noted that during the

modernization in 2000; only 25% of the current roof was newly installed or replaced. He noted that the majority of the roof areas were installed in 1985, 1989 and 1994, and were in need of repair. Mr. Criswell added that he thinks they have a strong enough case to get full funding from the state, and get the entire roof replaced. A committee member questioned the value of the Facilities Assessment in chapter 3 of the 2014 EFMP, stating that the scores didn't coincide with the projects selected for the 2015 EFMP; using Boonsboro Middle and Springfield Middle as an example. Mr. Criswell replied that there were a number of variables that go into the assessment and along with another year of wear and tear, it is not uncommon for projects and assessments to change from year to year. He noted that being said, that the 2015 assessment values would be different from the 2014 assessment values. It was noted that every year, the assessments are revisited by the maintenance staff, Mr. Mills, and facilities staff to see how things are operating. He noted that sometimes, when a system starts to fail repeatedly, it will quickly move up the list. For instance, a roof may have been fine last school year, but might all of a sudden be generating a lot of work orders this year, and based on an additional year of change, may need to be considered for replacement sooner. It was noted that the FY 2017 projects would not occur until summer of 2017, or two summers from now. Mr. Criswell stated that Mr. Mills would be available at the next FEAC meeting to answer questions on the updated 2015 facilities assessment. He indicated that the current list for the FY 2017 systemic projects included two (2) HVAC replacement projects at Boonsboro Elementary and Hancock Middle/High Schools, and two (2) roof replacement projects at Funkstown Elementary and South Hagerstown High.

Mr. Criswell asked the committee if they concurred with the list of projects or if they wanted to add another project or projects. He shared that Sharpsburg Elementary was shown to open in 2020; however, it could change again next year. A member questioned what fiscal year we are currently in, with Mr. Criswell replying FY2015, with FY 2016 starting this summer, and he reiterated that the FY2017 systemic renovation projects will not occur until the summer of 2017. Mr. Criswell reminded the members that they will have another chance to review the information at the next FEAC meeting on May 26 and that the 2015 EFMP draft document will be sent to the committee prior to that meeting. This will be the same copy that our BOE members will receive, adding that members will want to review the assessments in Chapter 3 and Large Educational Facilities Master Plan Calendar in Chapter 5.

FUTURE FEAC MEETING DATES AND SCHEDULE:

Mr. Criswell closed the meeting by stating that the committee's next meeting will be at 6:30 on May 26 unless needed sooner, the next regularly scheduled meeting will be in the fall after the final enrollment is available.