
MEETING MINUTES
Facilities Enrollment Advisory Committee Meeting
April 24, 2018

Committee Members Present:

Caren Cramer
Patricia Felix
Angela Fentress
Cory Moskowitz
Kent Niedzielski
Lura Norris
Stephanie Pulver

Staff Members Present:

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

Others Present:

None

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

Introductions and Review of Agenda:

The meeting opened with members briefly introducing themselves and providing a little background information to the committee. Afterwards, staff reviewed the agenda and presented a power point that highlighted information provided in the handout materials.

Review of the 2018 - 2027 Enrollment Projections:

Staff distributed copies of the 2018-2027 Enrollment Projects and discussed what this information means to Washington County Public Schools and how WCPS follows student enrollment through the ten year period to analyze school capacity. This information will be utilized by the FEAC when making attendance zone recommendations.

Review of Working Document 1 – Considerations for Developing a New Sharpsburg Elementary School Attendance Zone and Additional Attendance Zone Realignment:

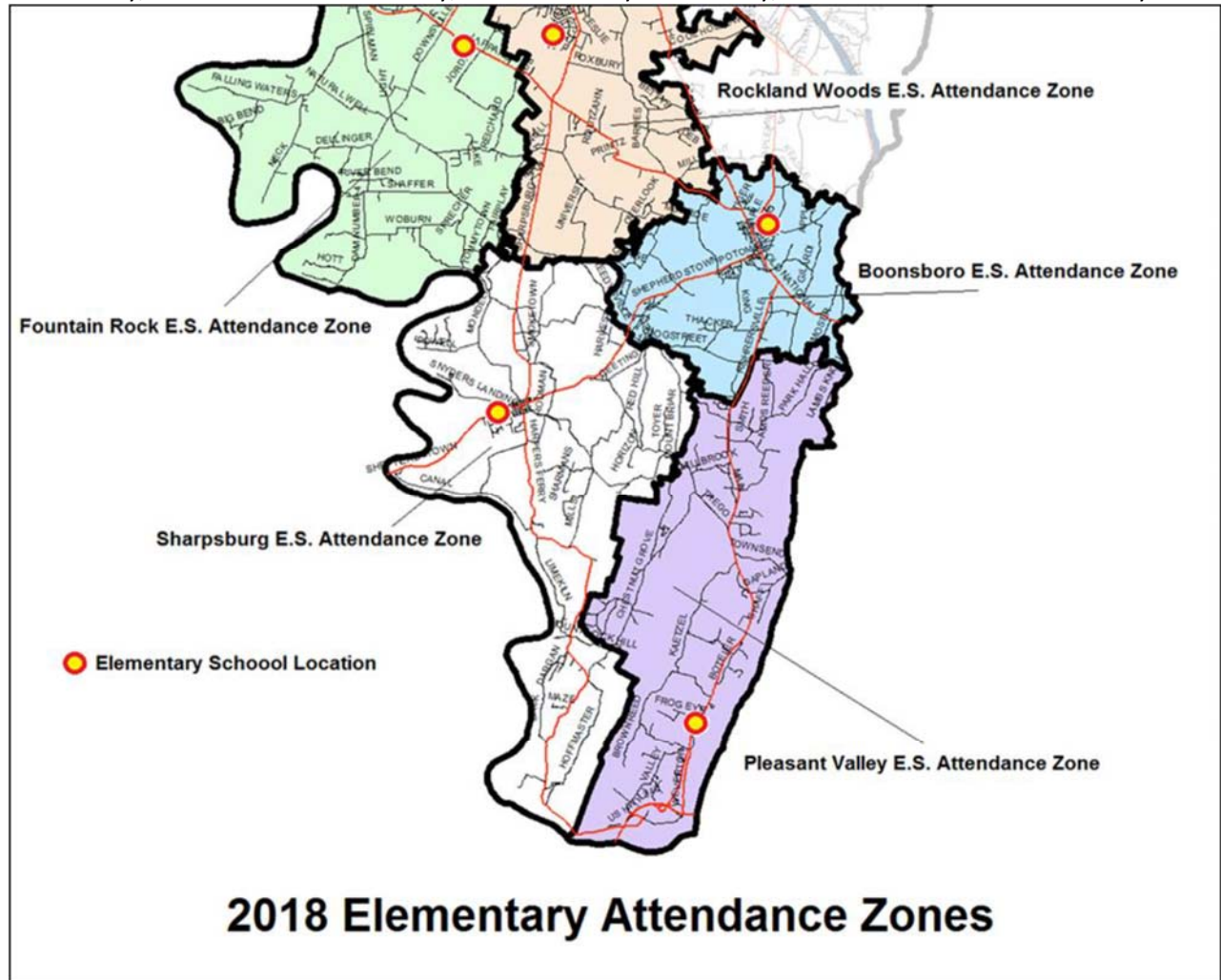
Working Document 1 provides background information for new and returning members of the committee regarding the steps and processes of attendance zone realignments.

A summary of the formal charge to the FEAC from the Board of Education (BOE) that was recommended at the April 3, 2018 BOE meeting is provided below. Specifically the BOE charged FEAC, in its advisory capacity to:

Develop an attendance zone for the anticipated opening of the Sharpsburg Elementary Replacement School which includes recommendations for long-term enrollment relief at Boonsboro Elementary School and other adjacent schools as needed. The Sharpsburg Elementary School is scheduled to be completed in time

for the 2020-2021 school year.

Staff further reviewed board policies that provide guidance in the establishment of school attendance areas as well as the state rated capacities (SRC) of Adjacent Elementary School Attendance Zones. The adjacent attendance zones for Sharpsburg Elementary Replacement School include Boonsboro Elementary, Fountain Rock Elementary, Pleasant Valley Elementary, and Rockland Wood Elementary.



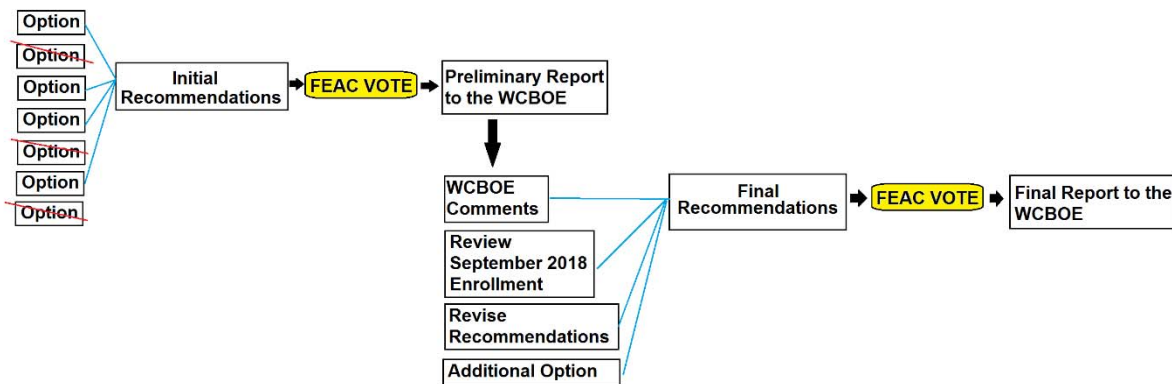
The committee reviewed background information and terms that will be included in future discussions. These items included pre-kindergarten students, full-time equivalent students (FTE), state-rated capacities (SRC), local-rated capacities (LRC), enrollment, enrollment projections, feeder patterns, student travel time, Free and Reduced Meal (FARM) student rates, student ethnicity, and magnet programs. Staff identified some general considerations and basic assumptions that past FEAC committees have utilized during similar processes.

The committee discussed Capital Improvement Projects, timing and developments. A committee member asked why Sharpsburg Elementary was being constructed in lieu of a new “South County” Elementary, and why the realignment process was not started until now. Staff explained the process for obtaining state funding for a project. It was noted that based on enrollment projections at the time, Sharpsburg Elementary would have had to be closed in order to justify the number of seats required to receive maximum state funding and construct a new “South County” Elementary school. Staff noted that the current enrollment projections would result in the same situation. The committee was informed that based on WCPS’ knowledge, that as of this point in time, there has been no formal or official offer of land from a developer to the Washington County Board of County Commissioners for a “South County” Elementary school as part of the Adequate Public Facilities Ordinance (APFO) process. The committee

discussed life cycle of buildings and the limitations of the current school replacement cycle based on available funding. It was noted that Sharpsburg Elementary is the lowest ranked elementary facility in the county from a physical infrastructure standpoint, and that the new school would not only eliminate the deferred maintenance costs, but will add seat capacity that might help hold off the need to build a new elementary facility for a while. It was noted this all depends on how quickly the proposed developments in the Boonsboro area start, phasing plans, market conditions, etc. It was noted that the developments in question have been discussed for the past 10 years, and that only a portion of one (1) has moved forward and is now generating students.

Staff provided a suggested work schedule for the committee, which is subject to future revisions by the FEAC, cumulating in a FEAC Presentation to the BOE by February 2019. It was noted that the final report would be provided to the Board so a final decision could be made one (1) year prior to the opening of the new Sharpsburg Elementary School.

The diagram below further summarizes the process:



The committee looked at the following chart that identified an adjusted K-5 state-rated capacity and adjusted projected K-5 enrollment for the proposed new Sharpsburg Elementary and the adjacent facilities. The committee was notified that the chart included space for pre-kindergarten programs at each elementary facility identified by the charge. The adjustments included space (seats) for a single 20 student pre-kindergarten student program at Boonsboro Elementary, Fountain Rock Elementary, Pleasant Valley Elementary, and Rockland Woods Elementary. Sharpsburg Elementary is shown with a 40 student (two (2) class) program, as that is the number of pre-kindergarten classrooms currently in design. A committee member asked that based on the enrollment at Boonsboro Elementary, would it be possible to consider leaving space for two (2) pre-kindergarten programs there in the future as well. It was noted that this was just a starting point, and that the committee will be able to revise these adjustments during the process.

	K-5 Adjusted State Rated Capacity	K-5 Enrollment Sept. 29, 2017*	Projected K-5 enrollment 2021	Projected K-5 seats available 2021	Projected 2021 Percent Capacity	Options "In"	Options "Out"
Boonsboro ES	494	533	604	-110	122%		
Fountain Rock ES	278	251	292	-14	105%		
Pleasant Valley ES	209	224	229	-20	110%		
Rockland Woods ES	731	543	602	129	82%		
Sharpsburg ES	431	245	247	184	57%		
Elementary School Total	2,143	1,796	1,974	169			

The committee looked at the attendance zone map, and Staff is to bring back some options for the committee to review. Those options are to include areas to the west, southwest, and possibly north of the existing Sharpsburg elementary attendance zone to consider.

Review of the 2017 Education Facilities Master Plan (EFMP):

Due to timing constraints the EFMP was not discussed. Each committee member was provided with a copy of the 2017 EFMP.

Discussion of Future FEAC Meeting Dates, FEAC Chairperson(s), and schedule:

Staff will submit options for meeting dates to the committee to schedule the next committee meeting. The dates currently under review are May 8th, 22nd and 29th. Staff discussed that the group will need to elect a chairperson(s) at the next meeting.

Adjournment:

The meeting was adjourned at 8:15 PM.