

**Washington County Board of Education
Facilities and Enrollment Advisory Committee**

**Progress Report to the Washington County Board of
Education**

**Considerations for a “West City” Elementary School
Attendance Zone
and
Additional Attendance Zone Realignments**

May 28, 2014

To: Washington County Board of Education Members

From: Facilities and Enrollment Advisory Committee (FEAC)
Taylor Oliver and Mary Newby, FEAC Co-Chairpersons

RE: Considerations for a “West City” Elementary School Attendance Zone and Additional Attendance Zone Realignment

Date: May 28, 2014

Members of the Board of Education,

The information that follows is a progress report to the Washington County Board of Education (the “Board”) to inform Board Members and the public of the status of the Facilities and Enrollment Advisory Committee’s (FEAC’s) efforts to determine a recommendation for a new “West City” Elementary School attendance zone and provide additional attendance zone realignment recommendations in accordance with the Board’s charge to the committee. The possible realignments depicted in this progress report are not formal recommendations from the committee, but are being presented to the Board at this time to seek its input, comments, and guidance for the committee’s continuing deliberations. Final recommendations from the FEAC are scheduled to be presented to the Board in November 2014 to allow the draft realignment proposals to be reevaluated for their continued adequacy against the official September 30, 2014, enrollment.

The attendance zone realignments being considered by the committee include:

- The reassignment of the existing Conococheague and Winter Street elementary school attendance zones to different elementary school facilities.
- The establishment of an attendance zone for “West City” Elementary School.
- Realignments to provide enrollment relief to:
 - Lincolnshire Elementary
 - Pangborn Elementary
 - Ruth Ann Monroe Primary/Eastern Elementary
 - Williamsport Elementary
- A small, administrative change to create a contiguous attendance zone boundary between Northern and Western Heights middle schools.

Background

The FEAC’s work is guided by the charge it received from the Board on February 19, 2013 (see attached). The charge solicited the committee to study and make recommendations to the Board on the following:

- Provide enrollment relief to Pangborn Elementary School for the 2013-2014 school year. This task was completed.
- Develop an attendance zone for the new “West City” Elementary School scheduled to open for the 2016-2017 school year.
- Develop other attendance zone realignments as necessary to alleviate enrollment pressures at other WCPS facilities as needed.

The charge, and the ongoing work of the FEAC, are guided by Policy JCA (see attached).

FEAC Process

Since January 2014, the FEAC has:

- Met five (5) times, considering twenty-seven (27) different attendance zone realignment options.
- Distilled those options to fourteen (14) draft attendance zone realignment proposals which comprise of thirteen (13) recommendations for elementary school attendance zone modifications, and one (1) recommendation for a middle school attendance zone modification that will create a contiguous boundary.

Through the support of various Washington County Public School Staff including the Director of Elementary Education and Early Learning, Transportation Department staff, the Communications Officer, Supervisor of Title I, instructional staff, principals, and the Facilities Planning and Development (FP&D) staff, the FEAC discussed multiple scenarios, attendance zone options, and considerations that resulted in these fourteen (14) preliminary realignment proposals. In addition to the factors set forth in this Charge, the FEAC, through its current work effort, has made attempts to maintain contiguous boundaries, maximize facility use, consider the impact of future planned capital projects, and to make recommendations that are efficient and impact the least number of citizens and students possible.

During this process, WCPS staff made extensive use of the new Geographical Information System (GIS) software to model various committee ideas. The new software proved to be very helpful to the committee by simplifying some of the complexities generally associated with this process. The FEAC was able to see multiple images and graphics live, on-screen that visibly answered questions pertaining to transportation, number of students, geographic constraints, and most importantly, it enabled the FEAC to more easily understand the resultant impact of the proposed changes. In addition to the software, the following methodologies were used in developing the draft realignment proposals:

- Data from both the WCPS's Student Information System (SIS) database and the Facilities Planning and Development Geographical Information System (GIS) was utilized to determine enrollment and the number of students residing in a specific area.
- Future growth of each existing school attendance zone was determined using enrollment projections prepared by Public Pathways, Inc., a consultant to WCPS. Each preliminary recommendation reviewed by the FEAC considered residential development data provided by the Washington County Department of Planning, enrollment projections, and current enrollment data/trends.
- Demographic data from the WCPS's student information system, in conjunction with the GIS, was used to estimate the impact of the proposed realignments on the ethnic make-up of the school and the percentage of students who receive free and reduced meals.
- The February 19, 2013 charge from the Board asked for consideration to be given to the projected enrollment in the 2016-2017 school year (proposed opening of "West City" Elementary School) as well as long range enrollment projections including consideration of anticipated future residential development/construction. The projected enrollments for the 2018/2019 school year (5th year projection from the current school year) were utilized to ensure adequate long-range enrollment numbers were considered.

- It was assumed that the total number of K-5 students in a geographic planning area from September 2013 would be the same as the total number of K-5 students in 2018.
- It was assumed that the cumulative socio-economic composition of a geographic planning area from September 2013 will be the same as the cumulative socio-economic composition of a geographic planning area in 2018.
- While Pre-Kindergarten students, typically converted to full-time equivalent (FTE) students, and their associated classrooms are typically counted in the enrollment projections, and state-rated capacity (SRC) calculations, they were not included in the options considered by the FEAC. The Pre-Kindergarten programs are not located at every WCPS facility, and allow students from other attendance zones to be placed into the program based on the application process.
- As of the date of this report, Conococheague Elementary School does not have a Pre-K program and Winter Street Elementary has a full-day Pre-K program (40 students). It will be assumed that “West City” Elementary will have a Pre-K program that accommodates 40 FTE Pre-K students. For recommendations that impact schools with Pre-K programs, adjustments were made to both the SRC and the enrollment projections for those facilities.
- Students receiving special permission to attend schools in other attendance zones were counted at their “home” school.

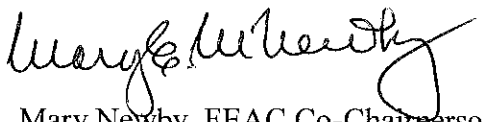
Proposed Realignments (Working Draft)

This progress report has been formatted as follows:

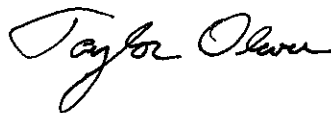
- Executive Summary
- Group I (Preliminary Boundary Realignment Recommendations 1, 2, 3, and 4)
- Group II (Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9)
- Group III (Preliminary Boundary Realignment Recommendations 10, 11, 12, 13, and 14)
- February 19, 2013 Charge from the Washington County Board of Education (WCBOE) to the Facilities and Enrollment Advisory Committee (FEAC)
- Washington County Board of Education (WCBOE) Policy JCA

Based on the work to date of the FEAC, the following draft attendance zone realignments are presented to the Board of Education for its input, comments, and guidance.

Sincerely,



Mary Newby, FEAC Co-Chairperson



Taylor Oliver, FEAC Co-Chairperson

Executive Summary

The FEAC reviewed the September 2018 enrollment projections for all WCPS's facilities. Below is a chart that identifies the current enrollment projections for the elementary facilities that are impacted by the preliminary recommendations (1 through 13) included in this report. As previously described, actual enrollment, projected enrollment, and state-rated capacity (SRC) of each facility that includes the Pre-K program was adjusted accordingly to represent a standard K-5 facility for this process.

Adjusted for Pre-K Program	School	State-Rated K-5 Capacity	Actual September 2013 K-5 Enrollment	Projected September 2018 K-5 Enrollment	Projected 2018 Percent Capacity
*	Bester ES	568	427	433	76%
*	Clear Spring ES	375	367	322	86%
	Conococheague ES**	249	176	163	65%
	Eastern ES	567	483	574	101%
	Fountain Rock ES	298	188	191	64%
*	Lincolnshire ES	535	564	617	115%
	Maugansville ES	735	645	668	91%
	Pangborn ES	745	745	745	100%
	Potomac Heights ES	274	214	217	79%
*	Ruth Ann Monroe PS	645	629	648	100%
*	Salem Ave. ES	705	625	630	89%
*	West City E.S.	431	0	0	0%
	Williamsport ES	570	622	623	109%
*	Winter Street ES**	265	269	254	96%

** Facility will close at the completion of the 2015-2016 school year

While none of the information included in this report represents a formal recommendation from the FEAC, the current work product from the committee has resulted in the following preliminary recommendations, as identified in this report:

- Group I (Preliminary Boundary Realignment Recommendations 1, 2, 3, and 4): These preliminary recommendations create a new “West City” Elementary School attendance zone.
- Group II (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.
- Group III (Preliminary Boundary Realignment Recommendations 10, 11, 12, and 13): These preliminary recommendations provide enrollment relief to:
 - Lincolnshire Elementary
 - Pangborn Elementary
 - Williamsport Elementary

Preliminary Boundary Realignment Recommendation #1: Reassign approximately 260 K-5 students from the Salem Avenue Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #2: Reassign approximately 97 K-5 students from the closing Conococheague Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #3: Reassign approximately 26 K-5 students from the Lincolnshire Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #4: Reassign approximately 20 K-5 students from the Maugansville Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #5: Reassign approximately 16 K-5 students from the closing Conococheague Elementary School attendance zone to the Clear Spring Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #6: Reassign approximately 59 K-5 students from the closing Conococheague Elementary School attendance zone to the Maugansville Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #7: Reassign approximately 176 K-5 students from the closing Winter Street Elementary School attendance zone to the Salem Avenue Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #8: Reassign approximately 75 K-5 students from the closing Winter Street Elementary School attendance zone to the Bester Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #9: Reassign approximately 105 K-5 students from the Ruth Ann Monroe Primary School and Eastern Elementary School attendance zone to the Salem Avenue Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #10: Reassign approximately 38 K-5 students from the Lincolnshire Elementary School attendance zone to the Bester Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #11: Reassign approximately 46 K-5 students from the Lincolnshire Elementary School attendance zone to the Fountain Rock Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #12: Reassign approximately 43 K-5 students from the Williamsport Elementary School attendance zone to the Fountain Rock Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #13: Reassign approximately 38 K-5 students from the Pangborn Elementary School attendance zone to the Potomac Heights Elementary School attendance zone.

Preliminary Boundary Realignment Recommendation #14: Reassign approximately 4 6-8 students from the Northern Middle School attendance zone to the Western Heights Middle School attendance zone.

Below is a chart that identifies the updated enrollment projections for the elementary facilities that are impacted by the preliminary recommendations (1 through 13) included in this report.

Adjusted for Pre-K Program	School	State-Rated K-5 Capacity	Actual September 2013 K-5 Enrollment	Preliminary Recommendations "In"	Estimated Total K-5 Students "In"	Preliminary Recommendations "Out"	Estimated Total K-5 Students "Out"	Projected September 2018 K-5 Enrollment With Preliminary Recommendations	Projected 2018 Percent Capacity With Preliminary Recommendations
	* Bester ES	568	427	8,10	113		0	546	96%
	* Clear Spring ES	375	367	5	16		0	338	90%
	Conococheague ES**	249	176			2,5,6	172	0	
	Eastern ES	567	483		0	9	47	527	93%
	Fountain Rock ES	298	188	11,12	89		0	280	94%
	* Lincolnshire ES	535	564		0	3,10,11	110	507	95%
	Maugansville ES	735	645	6	59	4	20	707	96%
	Pangborn ES	745	745		0	13	38	707	95%
	Potomac Heights ES	274	214	13	38		0	255	93%
	* Ruth Ann Monroe PS	645	629		0	9	58	590	91%
	* Salem Ave. ES	705	625	7,9	281	1	260	651	92%
	* West City E.S.	431	0	1,2,3,4	403			403	94%
	Williamsport ES	570	622		0	12	43	580	102%
	* Winter Street ES**	265	269			7,8	251	0	
Total					999	Total	999		

** Facility will close at the completion of the 2015-2016 school year

Group I

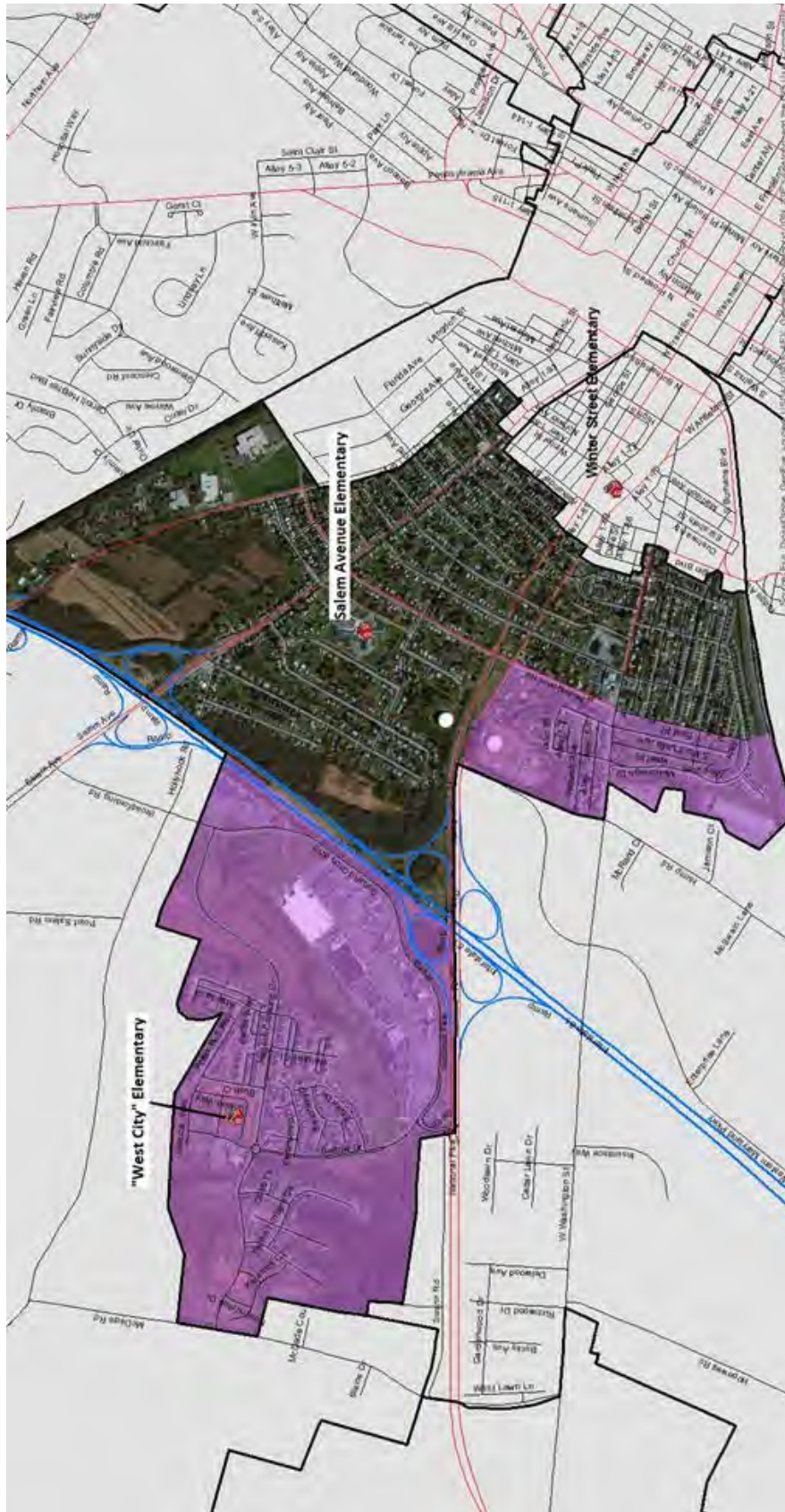
(Preliminary Boundary Realignment Recommendations 1, 2, 3, and 4)

Recommended Effective Date: 2016 – 2017 School Year

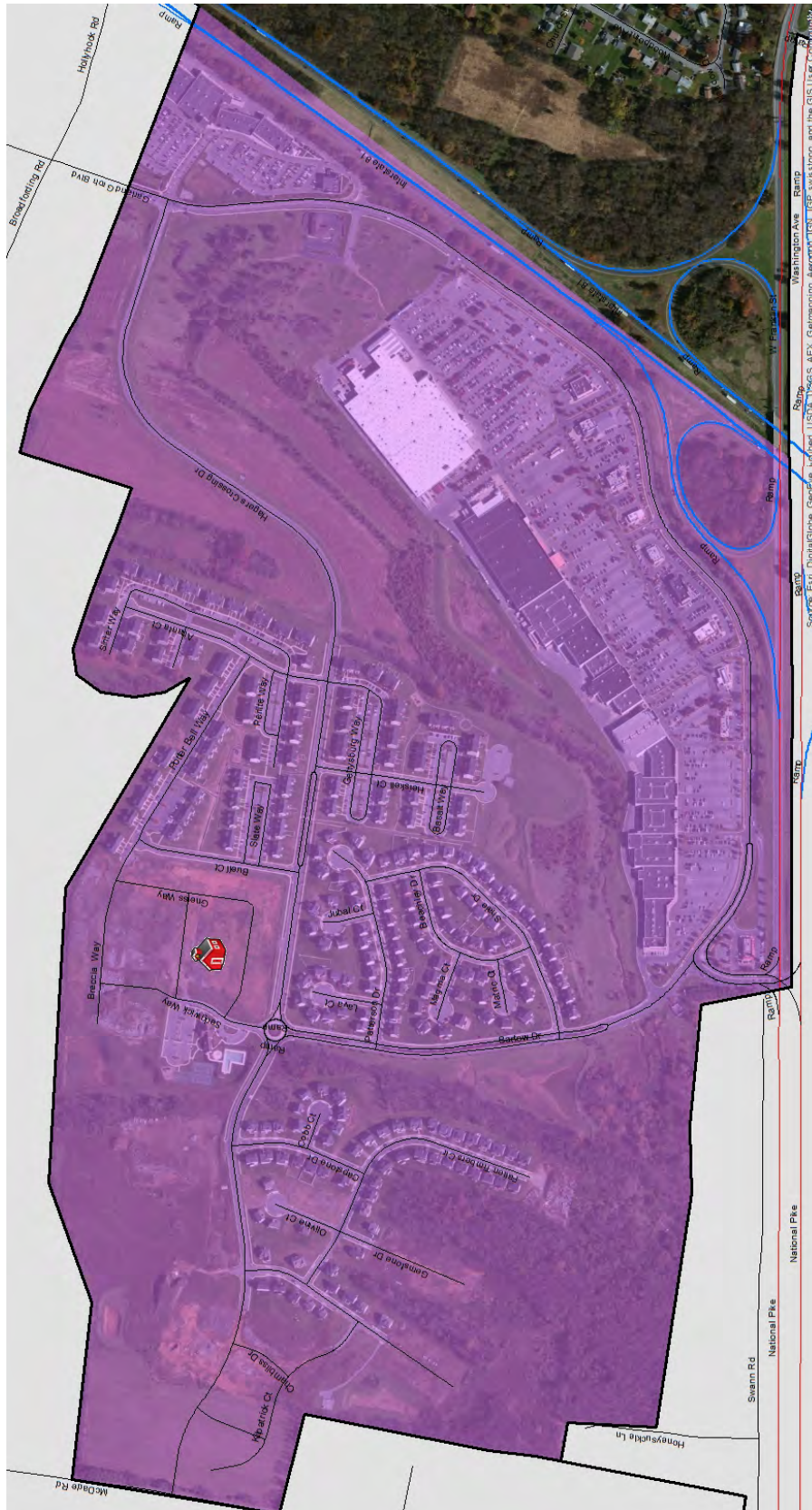
(Preliminary Boundary Realignment Recommendations 1, 2, 3, and 4)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #1: Reassign approximately 260 K-5 students from the Salem Avenue Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone. This recommendation includes the Hager’s Crossing Development, which is where the new “West City” Elementary School is to be constructed.

	PRELIMINARY RECOMMENDATION	COMMENTS
1.	<p align="center"><i>Preliminary boundary realignment recommendation 1 for the Salem Avenue Elementary and “West City” Elementary attendance zones Effective 2016</i></p> <p>Establish a new “West City” Elementary attendance zone by reassigning the western and southwestern most portions of the Salem Avenue Elementary attendance zone. The first portion as defined by:</p> <ul style="list-style-type: none"> -the existing Lincolnshire Elementary, and Maugansville Elementary attendance zone to the west; -the existing Maugansville Elementary attendance zone to the north; -interstate 81 to the east, and; -the Lincolnshire Elementary attendance zone and National Pike to the south. <p>The second portion as defined by:</p> <ul style="list-style-type: none"> -the existing Lincolnshire Elementary attendance zone to the west; -properties to the south of Washington Avenue to the north; -properties to the west of Nottingham Road and East Place, properties west of, and including 1041 Ross Street to the east, and; -properties along Ross Street (up to 1041 Ross Street), and the Lincolnshire Elementary attendance zone to the south. <p align="center"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 260 K-5 Salem Avenue Elementary students to “West City” Elementary. • Establishes K-5 enrollment for “West City” Elementary at an estimated 94 % of SRC in 2018 in conjunction with Recommendation #2, Recommendation #3, and Recommendation #4. • Establishes a non-transportable attendance zone of approximately 155 students for “West City” Elementary. • Reduces enrollment at Salem Avenue Elementary to create capacity for Recommendation #7, and Recommendation #9. • FARMS rate at “West City” Elementary anticipated to be 57.3 % in 2018 in conjunction with Recommendation #2, Recommendation #3, and Recommendation #4. • K-5 enrollment at Salem Avenue Elementary from 89% of SRC in 2013 to an estimated 92% of SRC in 2018 in conjunction with Recommendation #7, and Recommendation #9. • FARMS rate at Salem Avenue Elementary from 76.4% in 2013 to an anticipated 88.8% in 2018 in conjunction with Recommendation #7, and Recommendation #9.



Preliminary Boundary Realignment Recommendation #1 – Salem Avenue Elementary attendance zone (shown in world imagery) with portions to be realigned to “West City” Elementary (overlaid in purple).



Preliminary Boundary Realignment Recommendation #1 – First portion of the Salem Avenue Elementary attendance zone (shown in world imagery) to be realigned to “West City” Elementary (overlaid in purple).

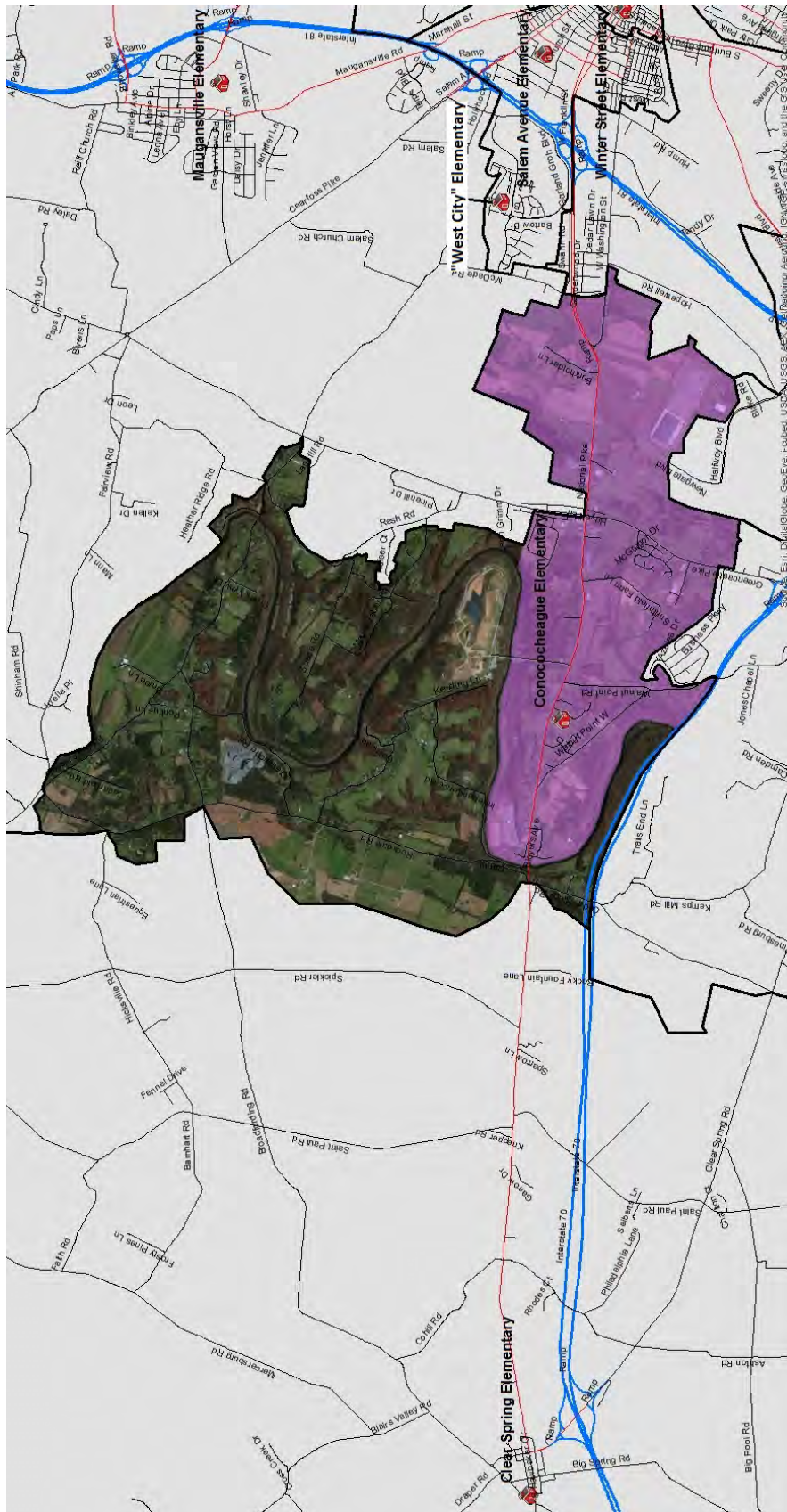


Preliminary Boundary Realignment Recommendation #1 – Second portion of the Salem Avenue Elementary attendance zone (shown in world imagery) to be realigned to “West City” Elementary (overlaid in purple).

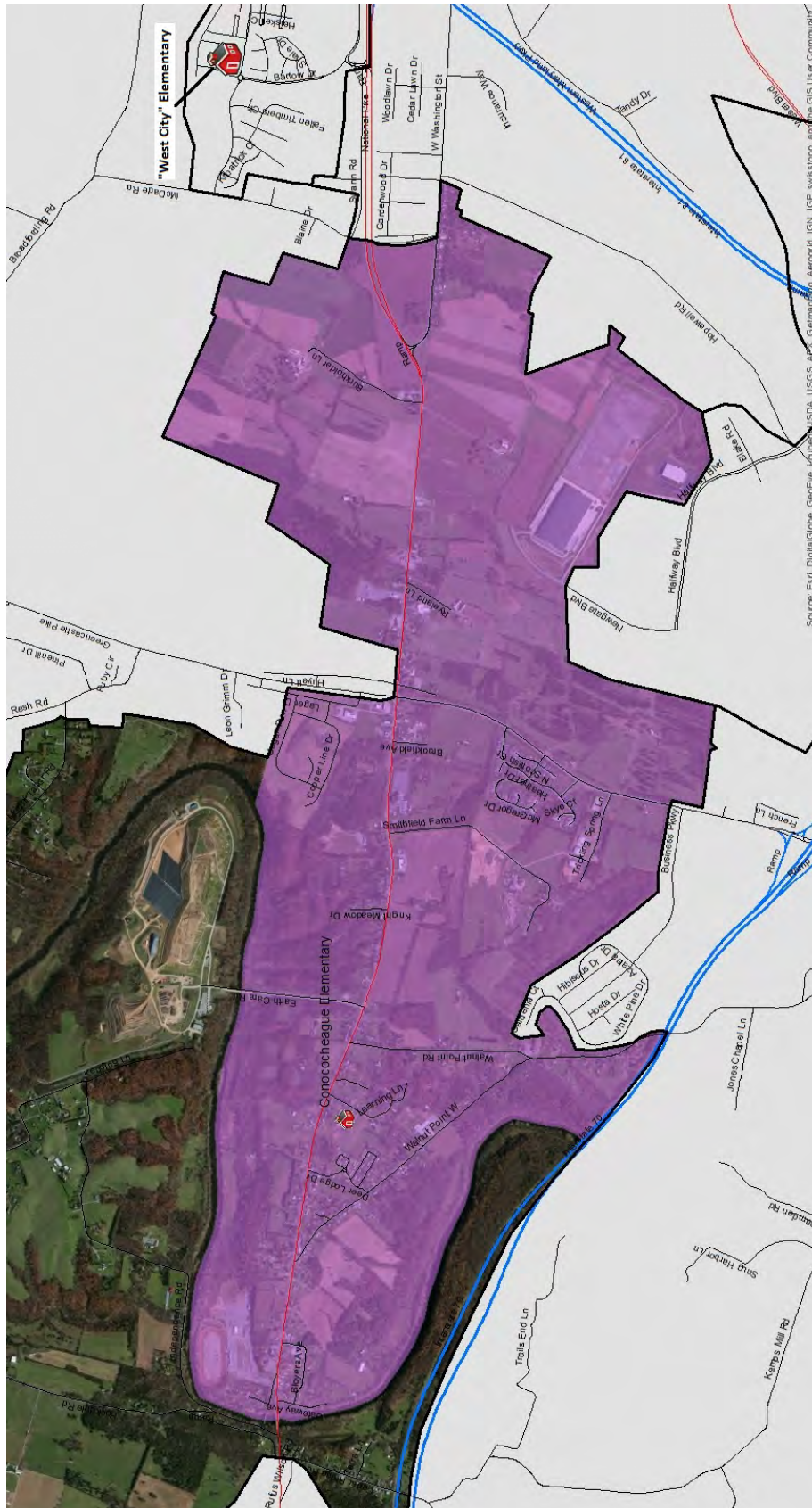
Group I
(Preliminary Boundary Realignment Recommendations 1, 2, 3, and 4)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #2: Reassign approximately 97 K-5 students from the closing Conococheague Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
2.	<p><i>Preliminary boundary realignment recommendation 2 for the Conococheague Elementary and “West City” Elementary attendance zones Effective 2016</i></p> <p>Establish a new “West City” Elementary attendance zone by reassigning the southeastern portions of the closing Conococheague Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -the Conococheague Creek to the west; -the Conococheague Creek, properties along Sugar Run Road, and the Maugansville Elementary attendance zone to the north; -the Maugansville Elementary, Lincolnshire Elementary and Williamsport Elementary attendance zones to the east, and; -the Williamsport Elementary attendance zone to the south. <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i></p> <p><i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 97 K-5 Conococheague Elementary students from a closing school to “West City” Elementary. • Establishes K-5 enrollment for “West City” Elementary at an estimated 94% of SRC in 2018 in conjunction with Recommendation #1, Recommendation #3, and Recommendation #4. • FARMS rate at “West City” Elementary anticipated to be 57.3 % in 2018 in conjunction with Recommendation #1, Recommendation #3, and Recommendation #4. • Eliminates Conococheague Elementary attendance zone in conjunction with Recommendation #5, and Recommendation #6.



Preliminary Boundary Realignment Recommendation #2 – Conococheague Elementary attendance zone (shown in world imagery) with portion to be realigned to “West City” Elementary (overlaid in purple).

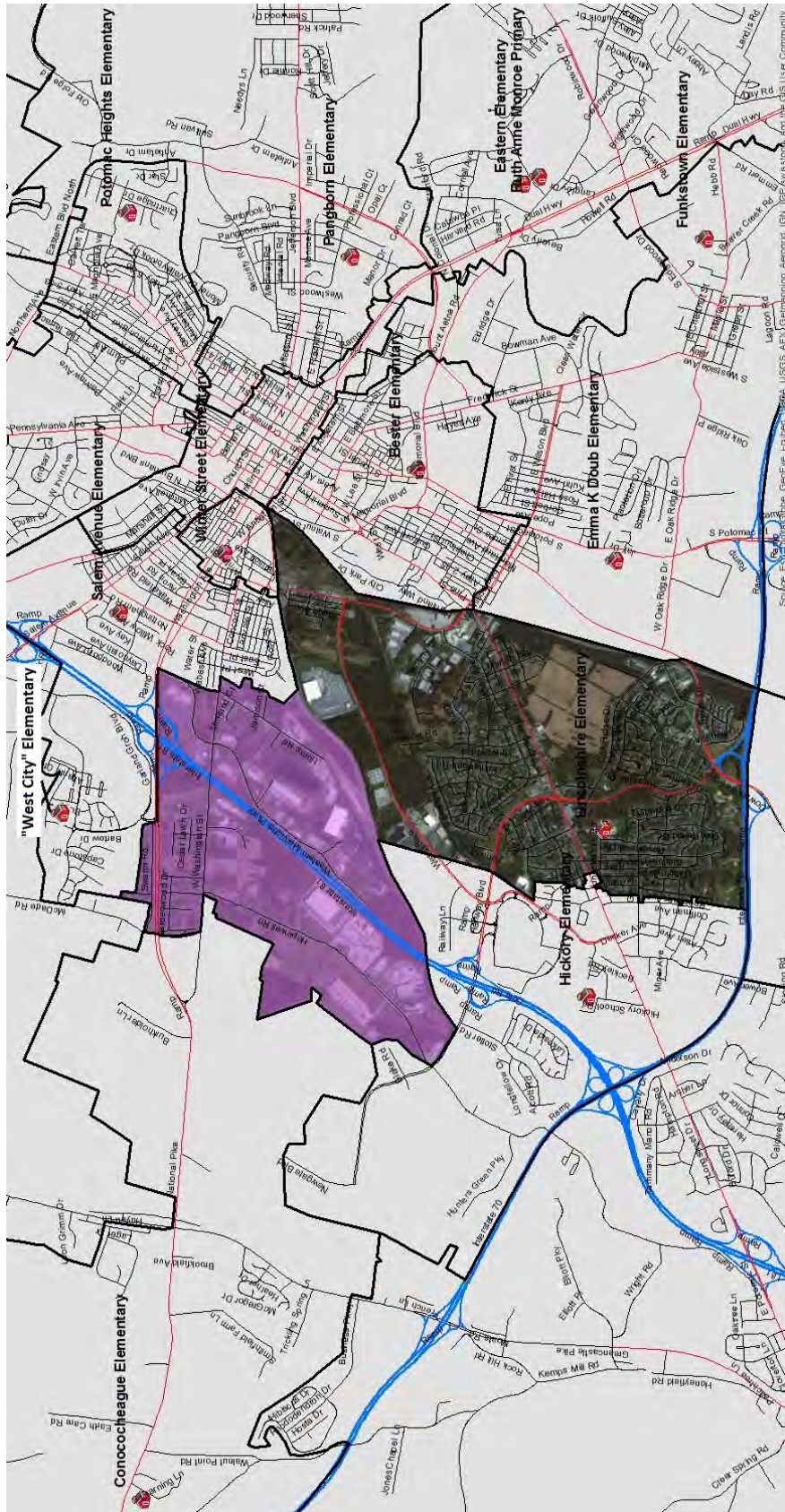


Preliminary Boundary Realignment Recommendation #2 – Conococheague Elementary attendance zone (shown in world imagery) with portion to be realigned to “West City” Elementary (overlaid in purple).

Group I
(Preliminary Boundary Realignment Recommendations 1, 2, 3, and 4)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #3: Reassign approximately 26 K-5 students from the Lincolnshire Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
3.	<p><i>Preliminary boundary realignment recommendation 3 for the Lincolnshire Elementary and “West City” Elementary attendance zones Effective 2016</i></p> <p>Establish a new “West City” Elementary attendance zone by reassigning the northwestern portions of the Lincolnshire Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -the Williamsport Elementary, Conococheague Elementary and Maugansville Elementary attendance zones to the west; -the Maugansville Elementary and Salem Avenue Elementary attendance zones to the north; -the Salem Avenue Elementary attendance zone and properties along Western Maryland Parkway, and Hump Road to the east, and; -properties to the north of the railroad tracks and Halfway Boulevard and the Hickory Elementary attendance zone to the south. <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 26 K-5 Lincolnshire Elementary students to “West City” Elementary. • Establishes K-5 enrollment for “West City” Elementary at an estimated 94% of SRC in 2018 in conjunction with Recommendation #1, Recommendation #2, and Recommendation #4. • FARMS rate at “West City” Elementary anticipated to be 57.3 % in 2018 in conjunction with Recommendation #1, Recommendation #2, and Recommendation #4. • Reduces K-5 enrollment at Lincolnshire Elementary from 115% of SRC to an estimated 95% of SRC in 2018 in conjunction with Recommendation #10, and Recommendation #11. • FARMS rate at Lincolnshire Elementary from 72.8% in 2013 to an anticipated 72.6% in 2018 in conjunction with Recommendation #10, and Recommendation #11.

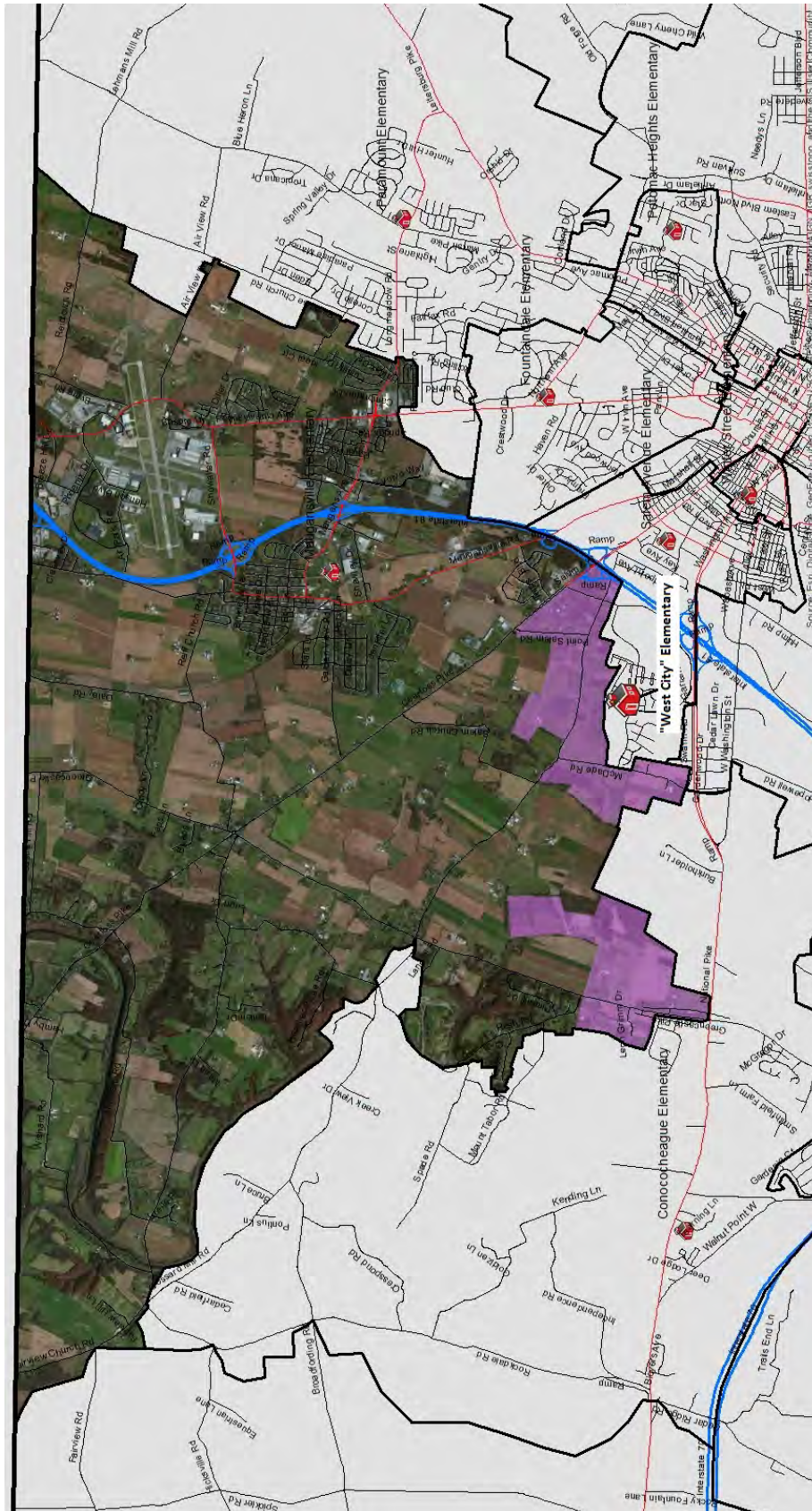


Preliminary Boundary Realignment Recommendation #3 – Lincolnshire Elementary attendance zone (shown in world imagery) with portion to be realigned to “West City” Elementary (overlaid in purple).

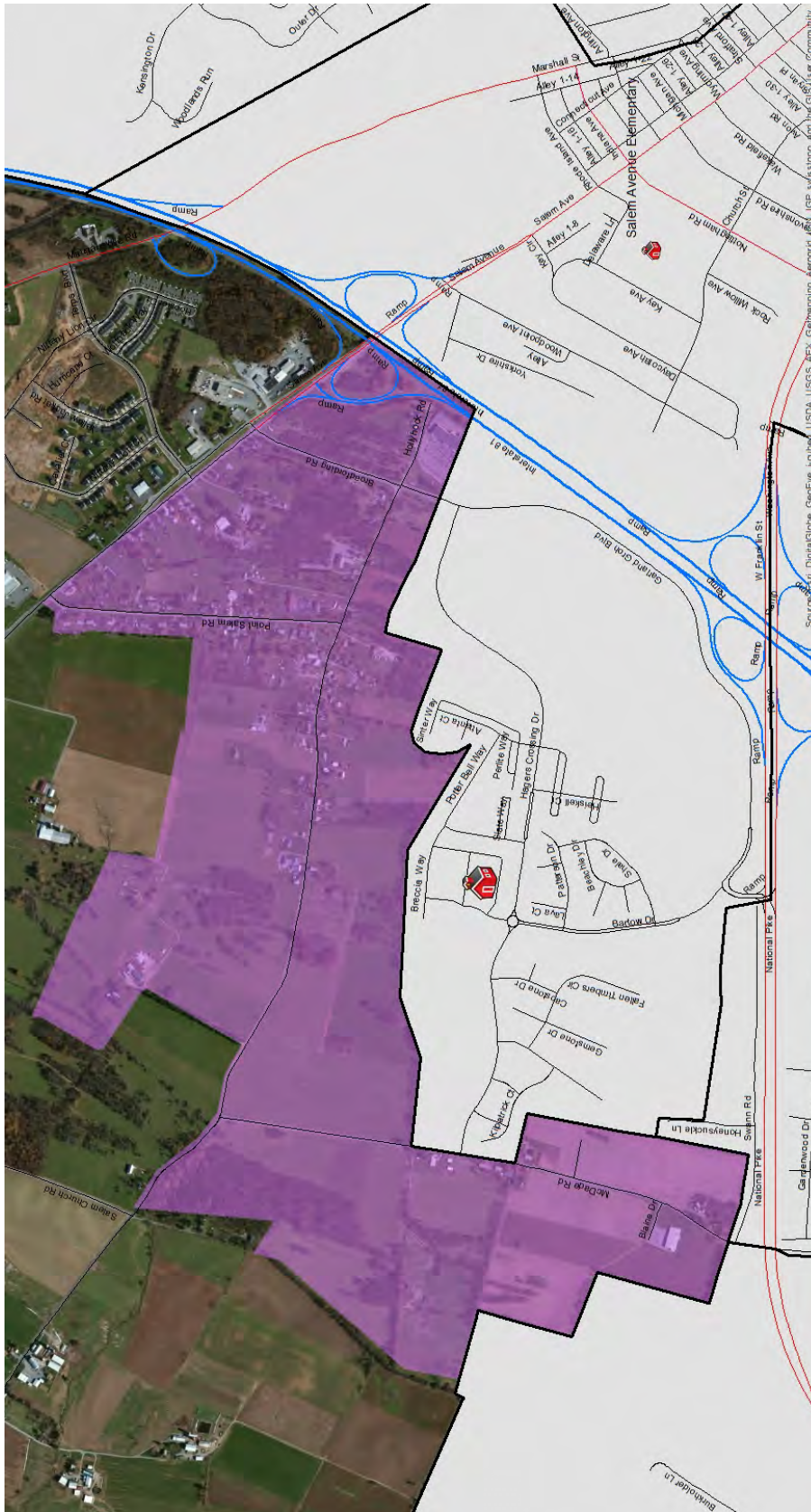
Group I
(Preliminary Boundary Realignment Recommendations 1, 2, 3, and 4)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #4: Reassign approximately 20 K-5 students from the Maugansville Elementary School attendance zone to become part of the new “West City” Elementary School attendance zone.

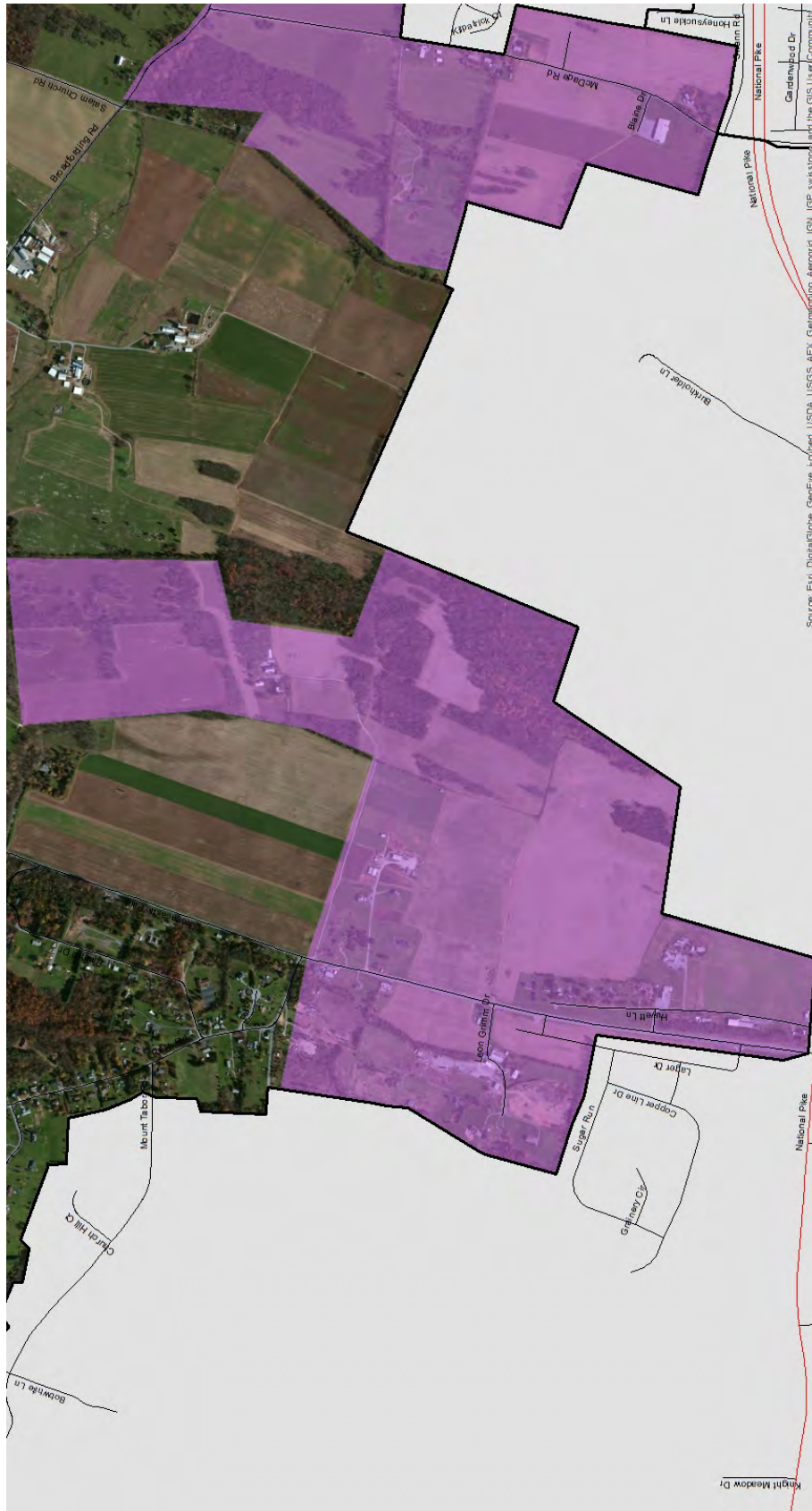
	PRELIMINARY RECOMMENDATION	COMMENTS
4.	<p style="text-align: center;"><i>Preliminary boundary realignment recommendation 4 for the Maugansville Elementary and “West City” Elementary attendance zones Effective 2016</i></p> <p>Establish a new “West City” Elementary attendance zone by reassigning the southern portions of the Maugansville Elementary attendance zone. The first portion as defined by:</p> <ul style="list-style-type: none"> -the Conococheague Elementary attendance zone, and properties along McDade Road, and Point Salem Road to the west; -properties east of McDade Road and along Broadfording Road, and properties south of Salem Avenue to the north; -interstate 81 to the east, and; -the Salem Avenue Elementary and Conococheague Elementary attendance zones to the south. <p>The second portion as defined by:</p> <ul style="list-style-type: none"> -the Conococheague Elementary attendance zone to the west; -properties south of Resh Road, and along Greencastle Pike to the north; -the Conococheague Elementary attendance zone to the east, and; -the Conococheague Elementary attendance zone to the south. <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 20 K-5 Maugansville Elementary students to “West City” Elementary. • Establishes K-5 enrollment for “West City” Elementary School at an estimated 94% of SRC in 2018 in conjunction with Recommendation #1, Recommendation #2, and Recommendation #3. • Reduces enrollment at Maugansville Elementary to create capacity for other Recommendations. • FARMS rate at “West City” anticipated to be 57.3 % in 2018 in conjunction with Recommendation #1, Recommendation #2, and Recommendation #3. • K-5 enrollment at Maugansville Elementary from 91% of SRC in 2013 to an estimated 96% of SRC in 2018 in conjunction with Recommendation #6. • FARMS rate at Maugansville Elementary from 47.6% in 2013 to an anticipated 46.7% in 2018 in conjunction with Recommendation #6.



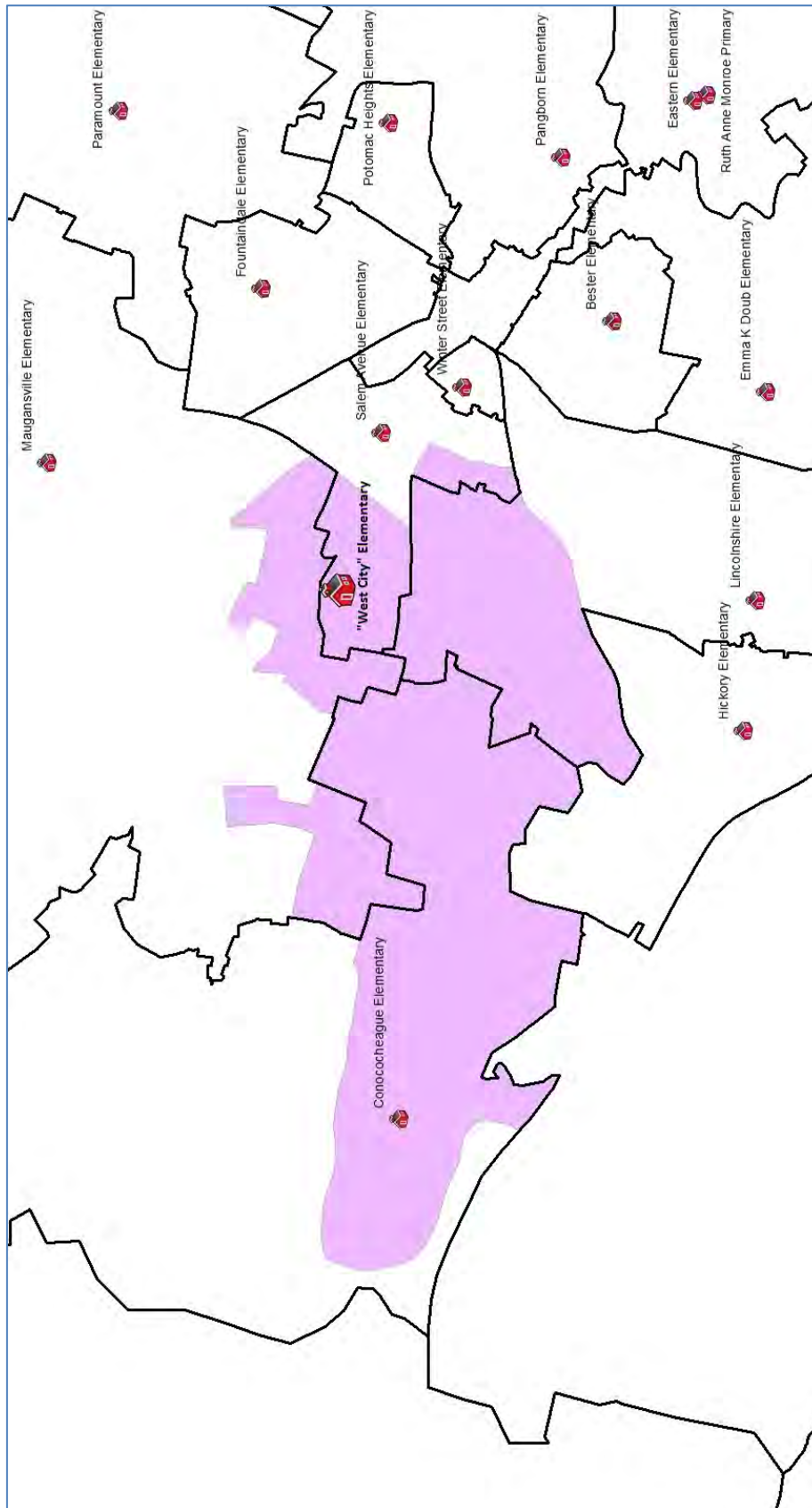
Preliminary Boundary Realignment Recommendation #4 – Maugansville Elementary attendance zone (shown in world imagery) with portions to be realigned to “West City” Elementary (overlaid in purple).



Preliminary Boundary Realignment Recommendation #4 – First portion of the Maugansville Elementary attendance zone (shown in world imagery) to be realigned to “West City” Elementary (overlaid in purple).



Preliminary Boundary Realignment Recommendation #4 – Second portion of the Maugansville Elementary attendance zone (shown in world imagery) to be realigned to “West City” Elementary (overlaid in purple).



Resultant "West City" Elementary Attendance Zone from Group I - Preliminary Boundary Realignment Recommendations #1, 2, 3, and 4 (shown in purple) to be realigned to "West City" Elementary.

Group II

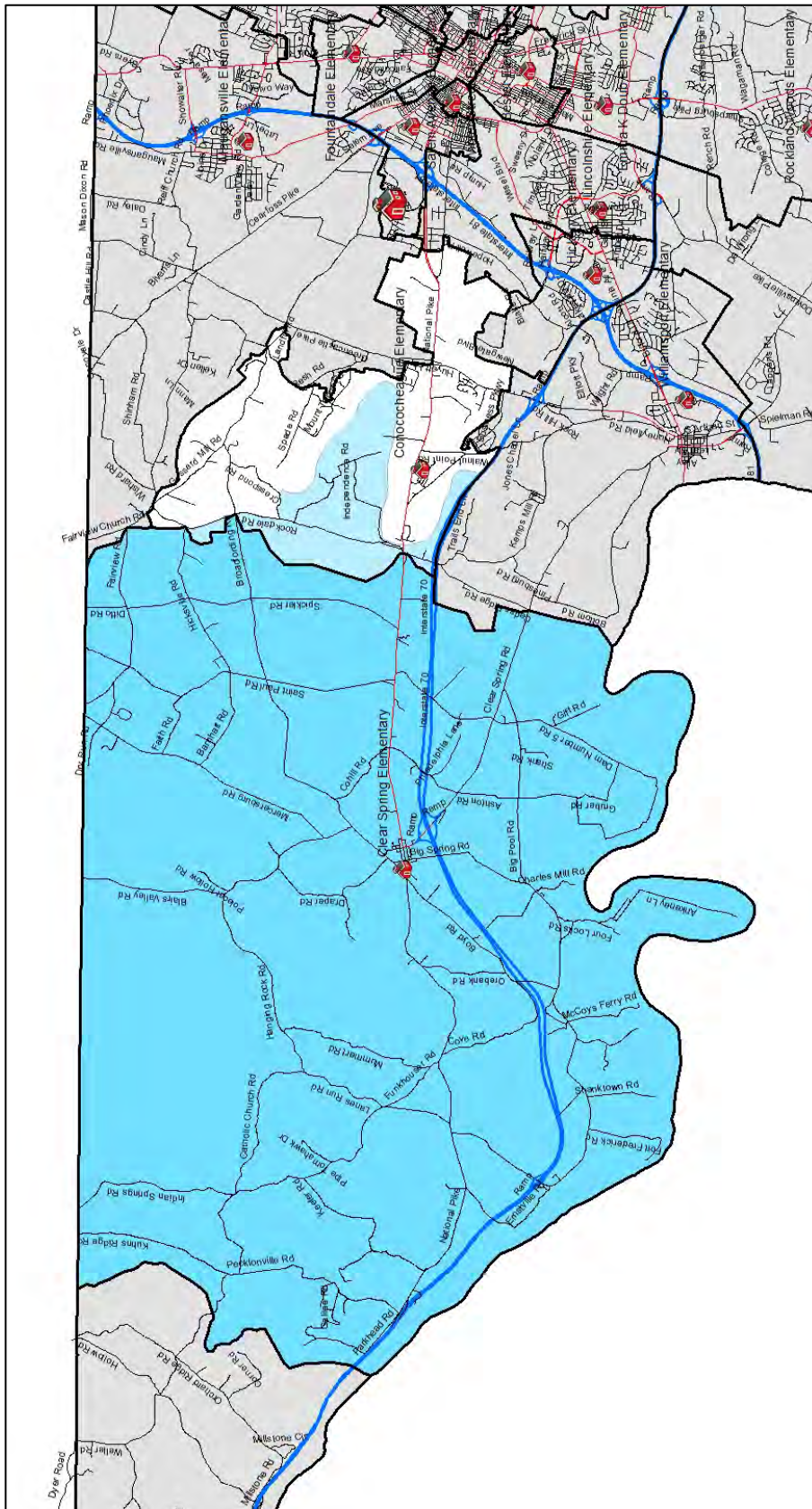
(Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9)

Recommended Effective Date: 2016 – 2017 School Year

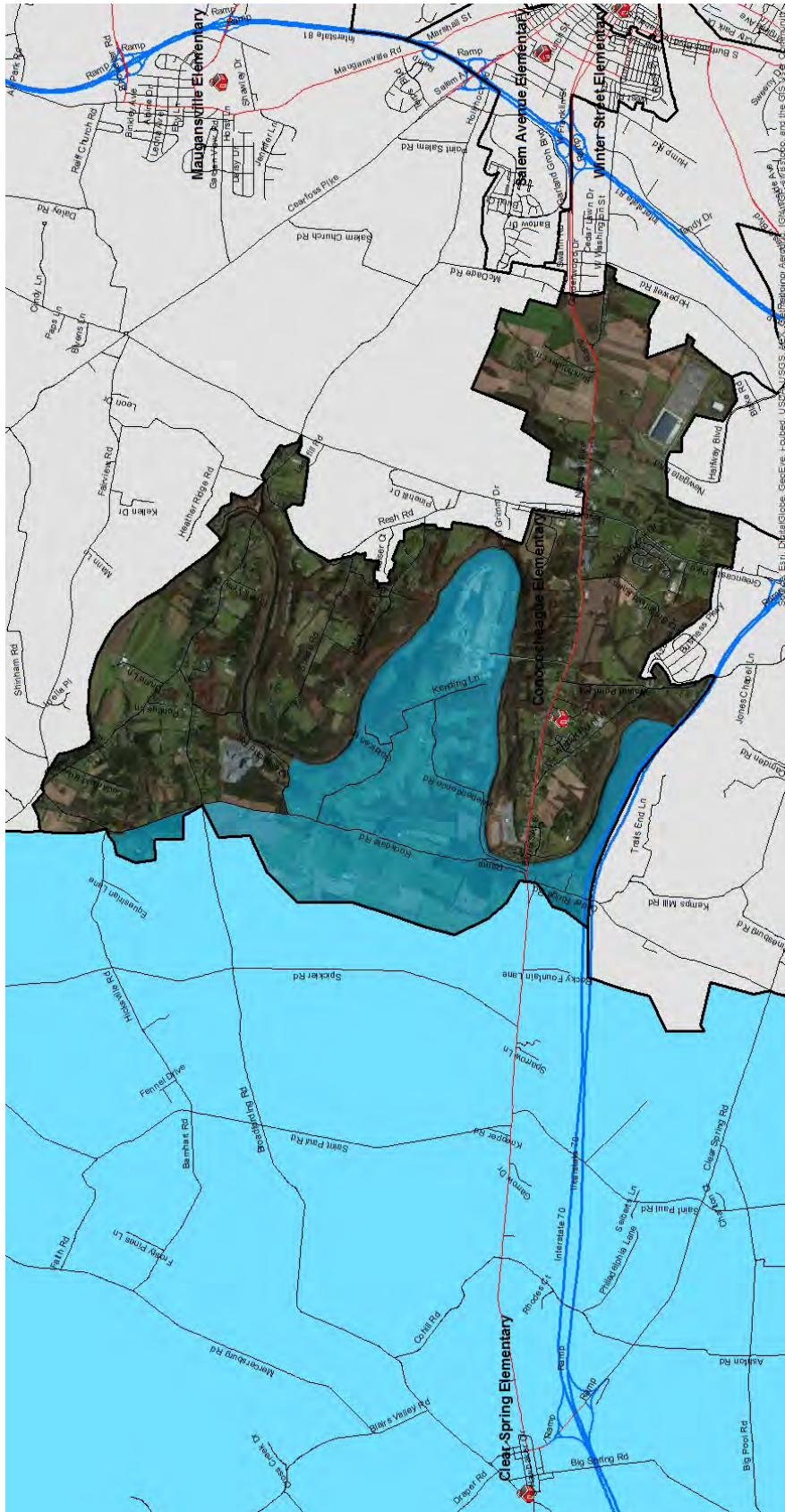
Group II
(Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #5: Reassign approximately 16 K-5 students from the closing Conococheague Elementary School attendance zone to the Clear Spring Elementary School attendance zone.

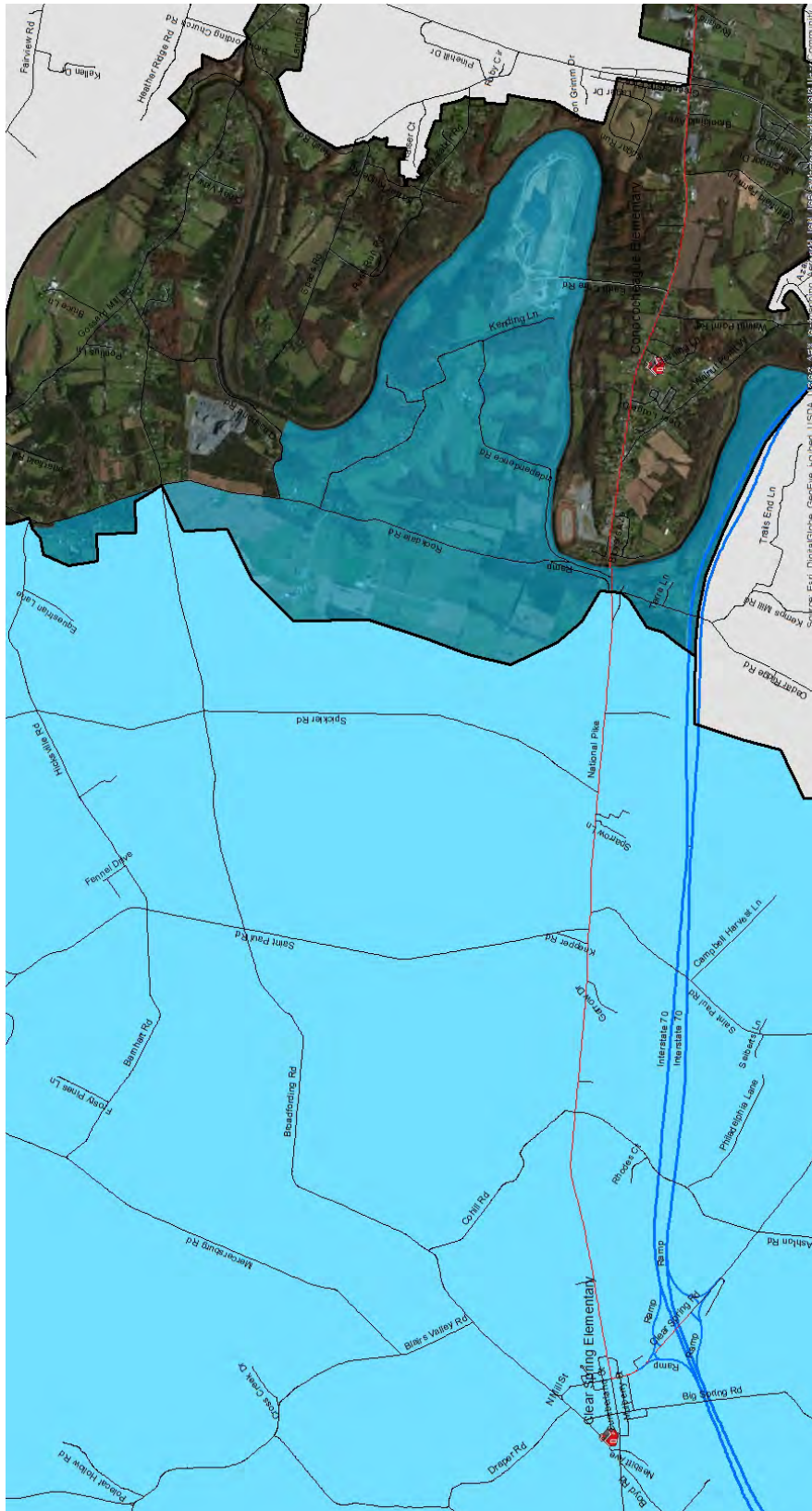
	PRELIMINARY RECOMMENDATION	COMMENTS
5.	<p><i>Preliminary boundary realignment recommendation 5 for the Conococheague Elementary and Clear Spring Elementary attendance zones Effective 2016</i></p> <p>Establish a new Clear Spring Elementary attendance zone by reassigning the northwestern portions of the Conococheague Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -properties along Cedar Ridge Road, Rockdale Road, and the Clear Spring Elementary attendance zone to the west; -properties to the south of Hicksville Road, properties to the south of Cresspond Road and properties to the west of the Conococheague Creek, to the north; -properties to the west of Rockdale Road, properties along Kending Lane and to the west of the Conococheague Creek to the east, and; -properties to the north of Interstate 70, and the Williamsport Elementary attendance zone to the south. <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 16 K-5 Conococheague Elementary students from a closing school to Clear Spring Elementary. • K-5 enrollment at Clear Spring Elementary from 86% of SRC in 2013 to an estimated 90% of SRC in 2018. • FARMS rate at Clear Spring Elementary from 35.3% in 2013 to an anticipated 36.3% in 2018. • Eliminates Conococheague Elementary attendance zone in conjunction with Recommendation #2, and Recommendation #6.



Preliminary Boundary Realignment Recommendation #5 – Clear Spring Elementary attendance zone (shown in blue) with portion to be realigned from Conococheague Elementary (shown in light blue).



Preliminary Boundary Realignment Recommendation #5 – Conococheague Elementary attendance zone (shown in world imagery) with portion to be realigned to Clear Spring Elementary (overlaid in light blue).

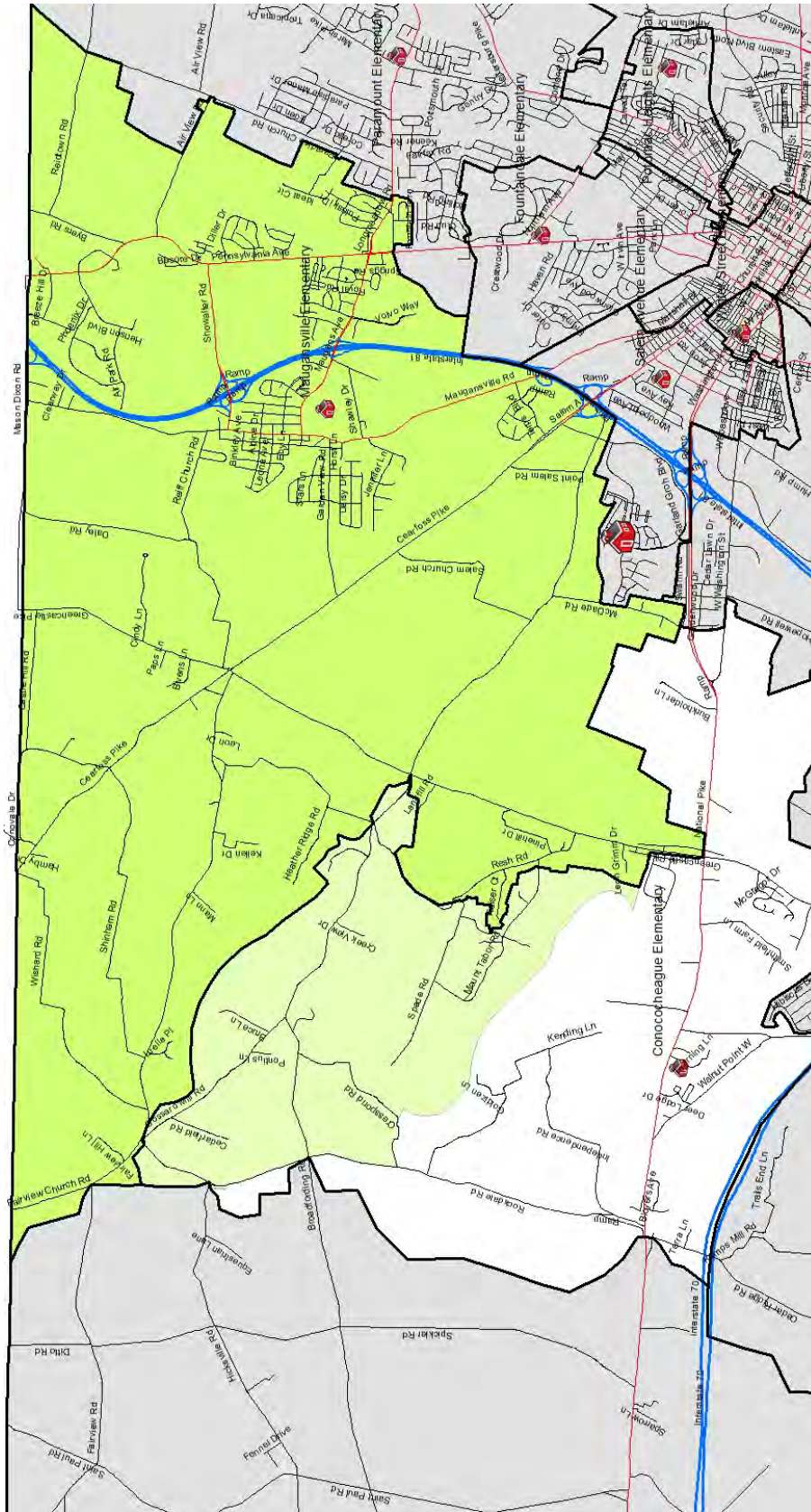


Preliminary Boundary Realignment Recommendation #5 – Conococheague Elementary attendance zone (shown in world imagery) with portion to be realigned to Clear Spring Elementary (overlaid in light blue).

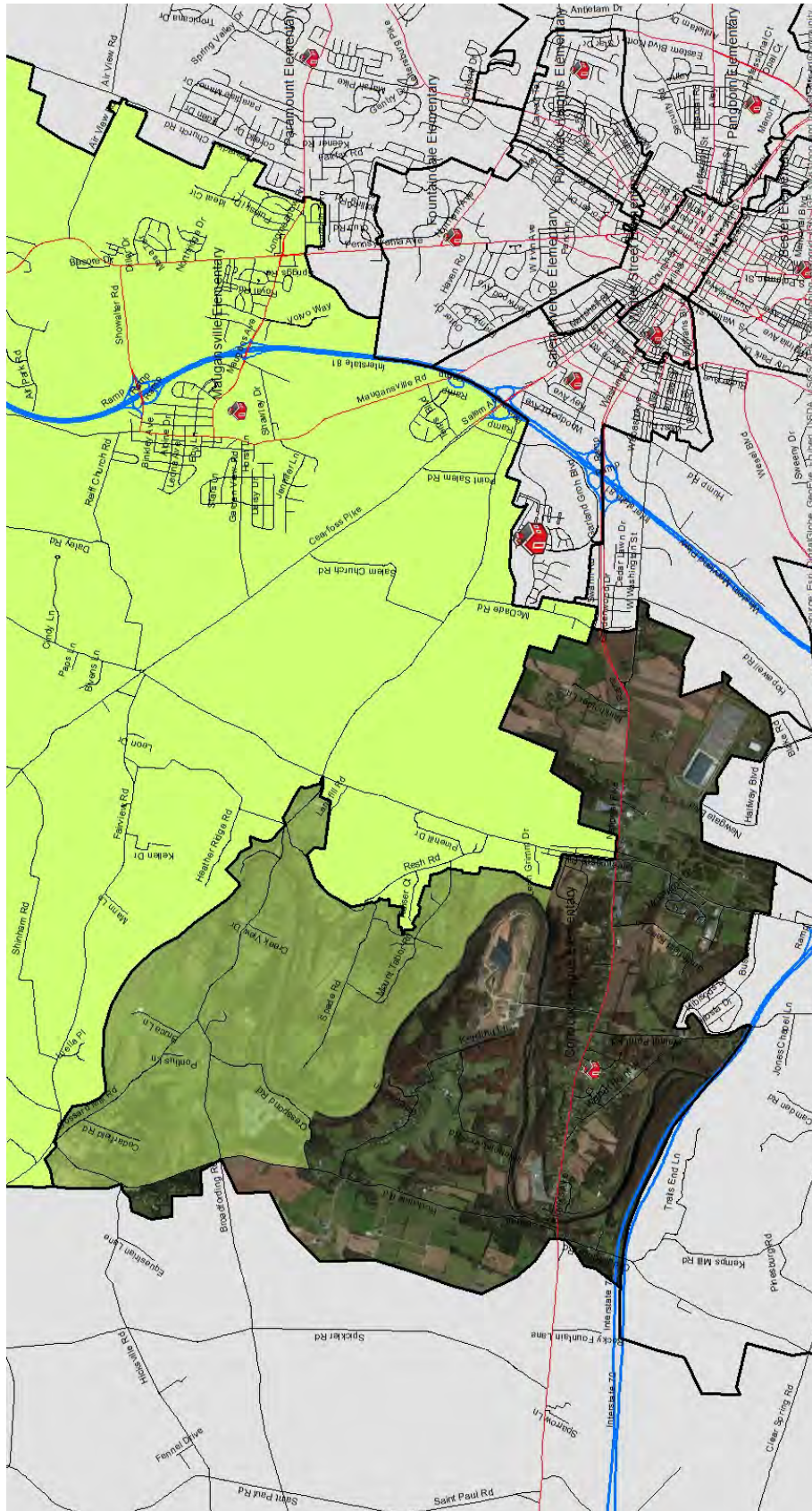
Group II
(Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #6: Reassign approximately 59 K-5 students from the closing Conococheague Elementary School attendance zone to the Maugansville Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
6.	<p><i>Preliminary boundary realignment recommendation 6 for the Conococheague Elementary and Maugansville Elementary attendance zones Effective 2016</i></p> <p>Establish a new Maugansville Elementary attendance zone by reassigning the northeastern portions of the Conococheague Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> - properties to the east of the Conococheague Creek and Rockdale Road to the west; - properties along Gossard Mill Road and the Maugansville Elementary boundary to the north; - properties to the west of Hopp’s Landing Road and Resh Road and the Maugansville Elementary boundary to the east, and; - properties along Cresspond Road, and properties north of the Conococheague Creek to the south; <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 59 K-5 Conococheague Elementary students from a closing school to Maugansville Elementary. • K-5 enrollment for Maugansville Elementary from 91% of SRC in 2013 to an estimated 96% of SRC in 2018 in conjunction with Recommendation #4. • FARMS rate at Maugansville Elementary from 47.6% in 2013 to an anticipated 46.7% in 2018 in conjunction with Recommendation #4. • Eliminates Conococheague Elementary attendance zone in conjunction with Recommendation #2, and Recommendation #5.



Preliminary Boundary Realignment Recommendation #6 – Maugansville Elementary attendance zone (shown in green) with portion to be realigned from Conococheague Elementary (shown in light green).

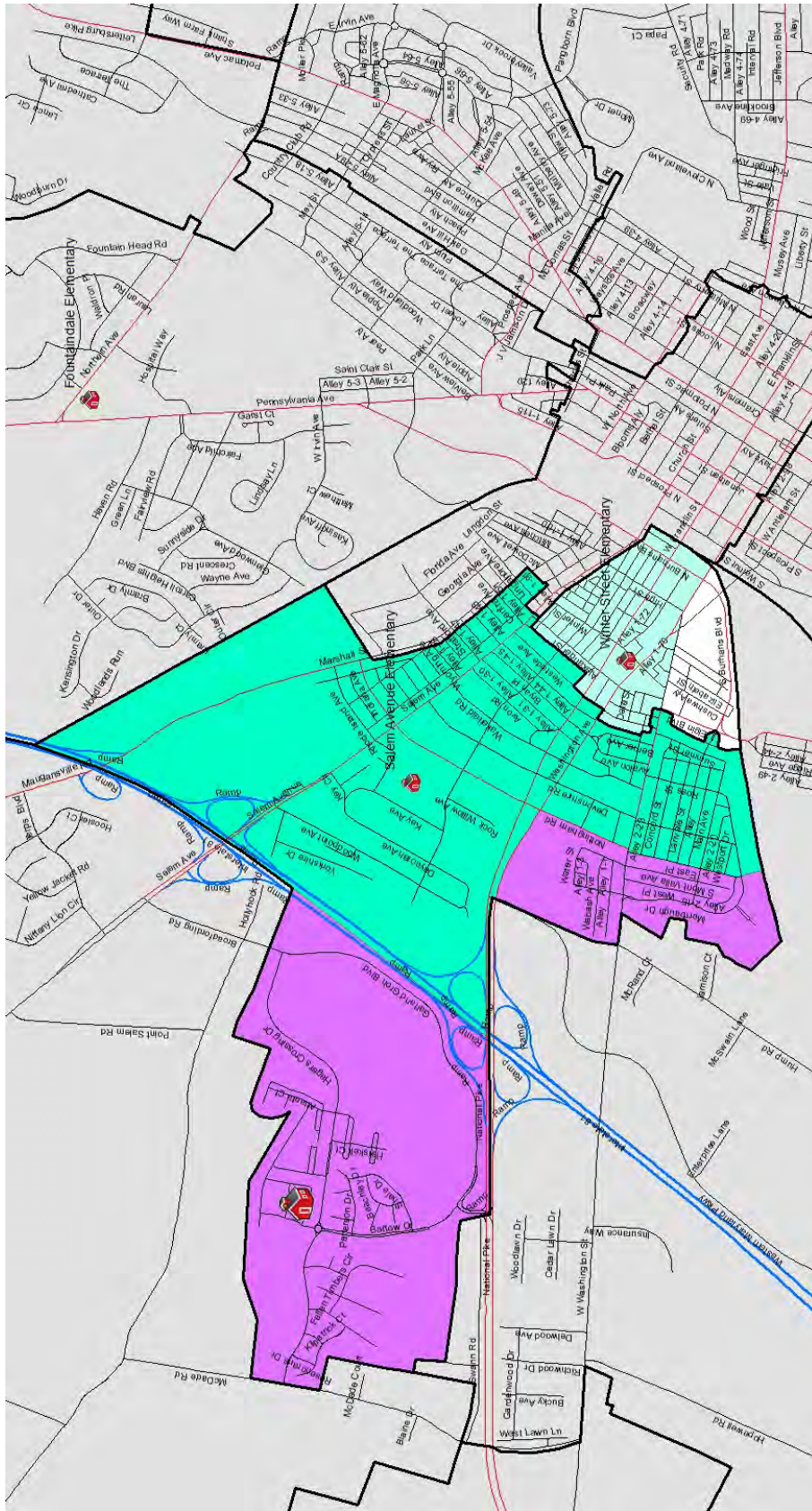


Preliminary Boundary Realignment Recommendation #6 – Conococheague Elementary attendance zone (shown in world imagery) with portion to be realigned to Maugansville Elementary (overlaid in light green).

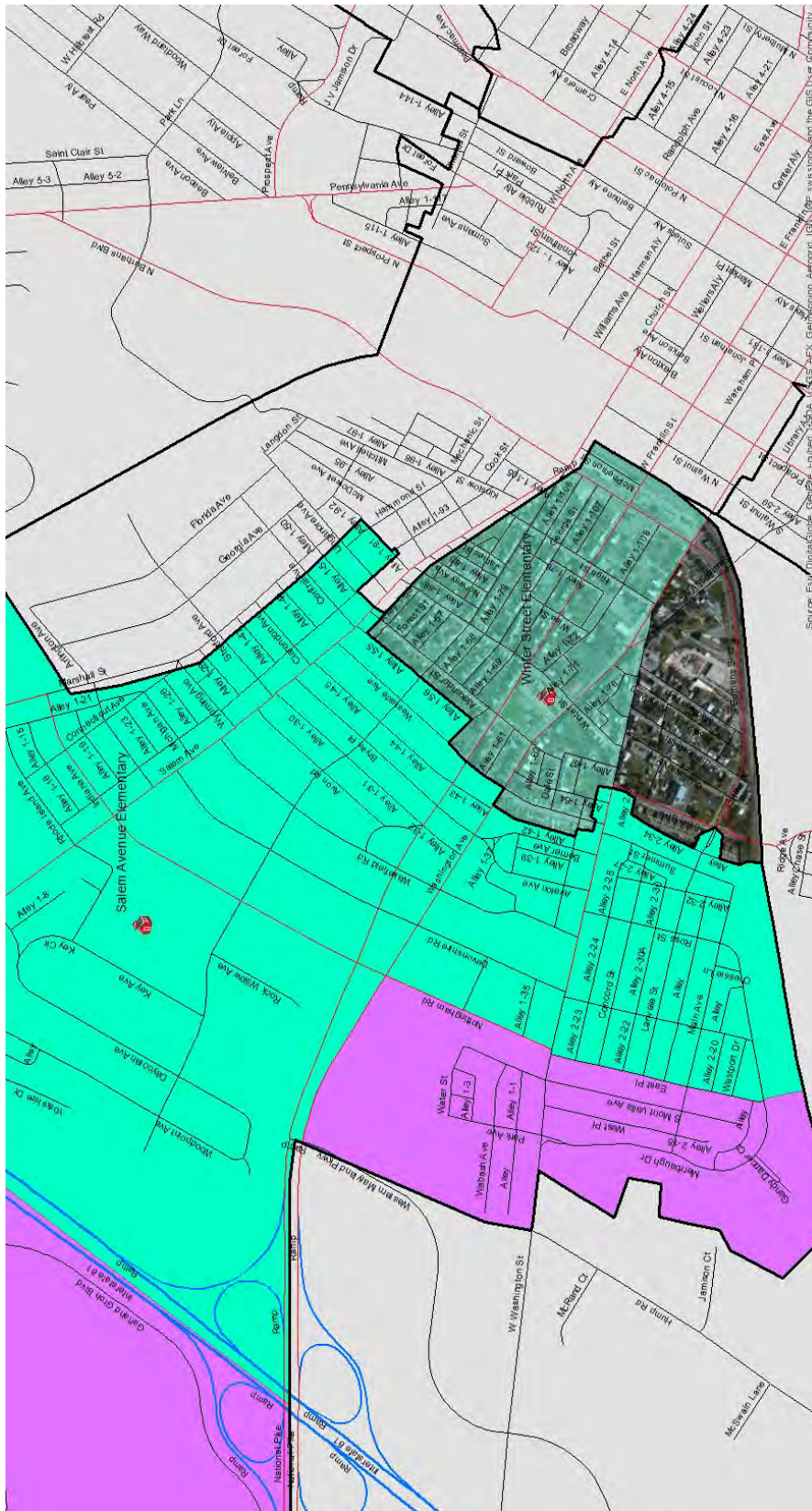
Group II
(Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #7: Reassign approximately 176 K-5 students from the closing Winter Street Elementary School attendance zone to the Salem Avenue Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
7.	<p><i>Preliminary boundary realignment recommendation 7 for the Winter Street Elementary and Salem Avenue Elementary attendance zones Effective 2016</i></p> <p>Establish a new Salem Avenue Elementary attendance zone by reassigning the northern portion of the Winter Street Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -the Salem Avenue Elementary attendance zone, and properties along Westside Avenue and Alexander Street to the west; -the Salem Avenue Elementary and the Ruth Ann Monroe Primary/Eastern Elementary attendance zones, and properties to the south of Salem Avenue to the north; -properties along McPherson Street and North Burhans Boulevard, to the west of the railroad tracks and the Ruth Ann Monroe Primary/Eastern Elementary and Lincolnshire Elementary attendance zones to the east, and; -properties to the north of West Washington Street and Washington Avenue to the south; <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 176 K-5 Winter Street Elementary students from a closing school to Salem Avenue Elementary. • K-5 enrollment at Salem Avenue Elementary from 89% of SRC in 2013 to an estimated 92% of SRC in 2018 in conjunction with Recommendation #1, and Recommendation #9. • FARMS rate at Salem Avenue Elementary from 76.4% in 2013 to an anticipated 88.8% in 2018 in conjunction with Recommendation #1, and Recommendation #9. • Eliminates Winter Street Elementary attendance zone in conjunction with Recommendation #8.



Preliminary Boundary Realignment Recommendation #7 – Salem Avenue Elementary attendance zone (shown in teal) with portion to be realigned from Winter Street Elementary (shown in light teal). (Recommendation #1 – Salem Avenue Elementary to “West City” Elementary shown in purple)



Preliminary Boundary Realignment Recommendation #7 – Winter Street Elementary attendance zone (shown in world imagery) with portion to be realigned to Salem Avenue Elementary (overlaid in light teal). (Recommendation #1 – Salem Avenue Elementary to “West City” Elementary shown in purple)

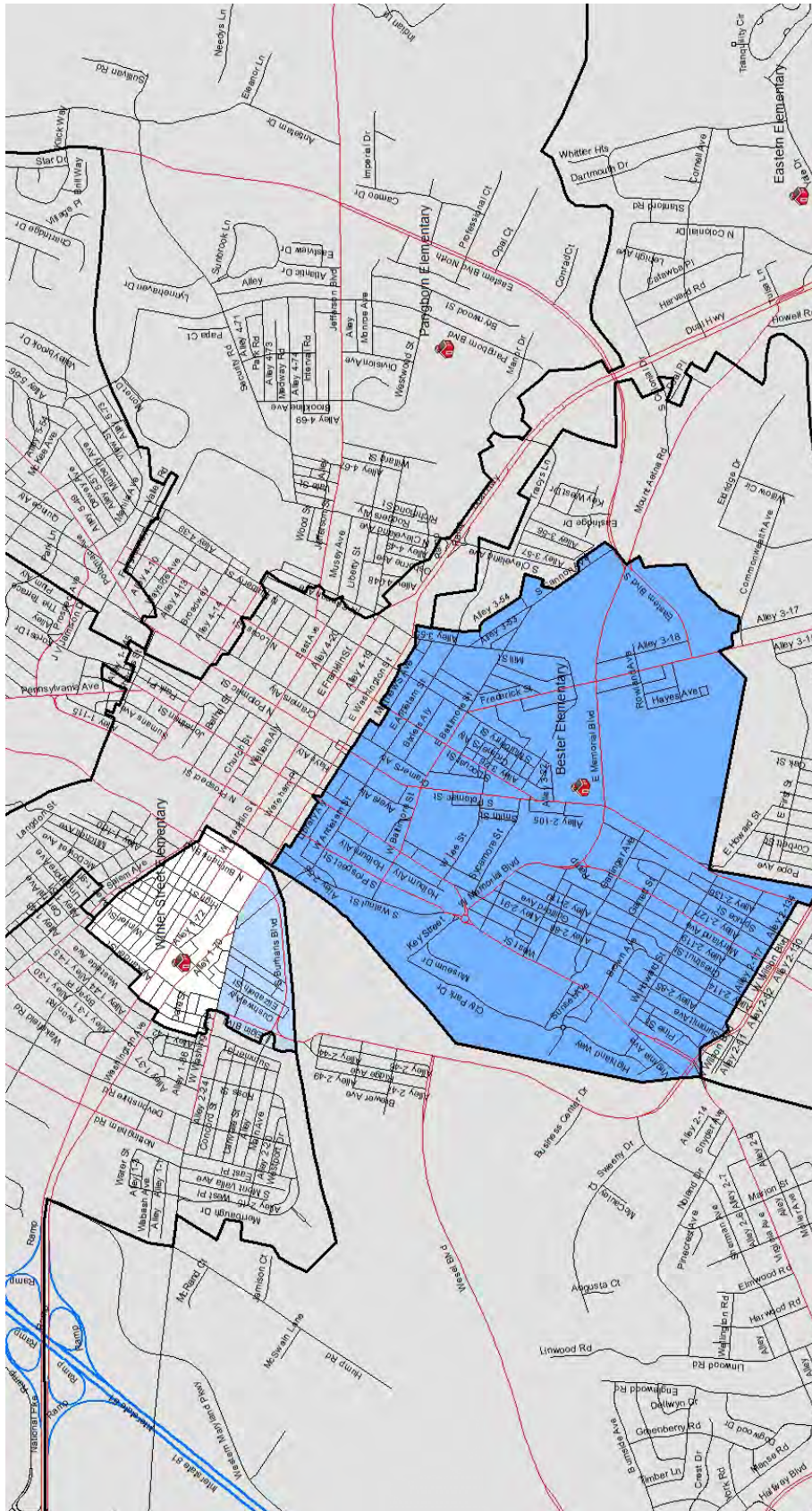


Preliminary Boundary Realignment Recommendation #7 – Winter Street Elementary attendance zone (shown in world imagery) with portion to be realigned to Salem Avenue Elementary (overlaid in light teal).

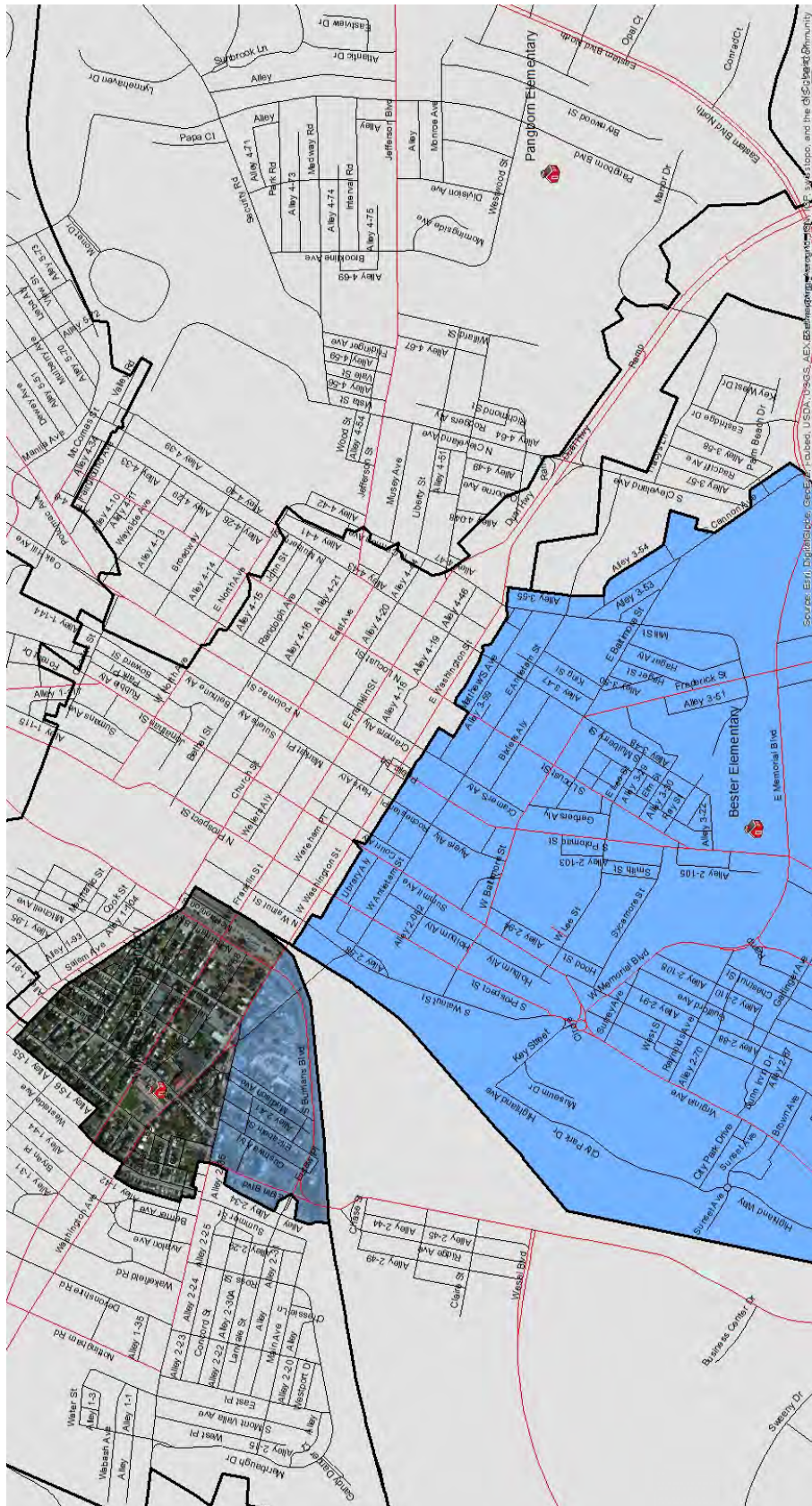
Group II
(Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #8: Reassign approximately 75 K-5 students from the closing Winter Street Elementary School attendance zone to the Bester Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
8.	<p><i>Preliminary boundary realignment recommendation 8 for the Winter Street Elementary and Bester Elementary attendance zones</i> Effective 2016</p> <p>Establish a new Bester Elementary attendance zone by reassigning the southern portion of the Winter Street Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -properties along Elgin Boulevard and the Salem Avenue Elementary attendance zone to the west; - properties to the south of West Washington Street to the north, and; - properties along South Burhans Boulevard, Eutaw Place, and the Lincolnshire Elementary attendance zone to the east and the south . <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 75 K-5 Winter Street Elementary students from a closing school to Bester Elementary. • K-5 enrollment for Bester Elementary from 76% of SRC in 2013 to an estimated 96% of SRC in 2018 in conjunction with Recommendation #10. • FARMS rate at Bester Elementary from 83.6% in 2013 to an anticipated 84.9% in 2018 in conjunction with Recommendation #10. • Eliminates Winter Street Elementary attendance zone in conjunction with Recommendation #7.



Preliminary Boundary Realignment Recommendation #8 – Bester Elementary attendance zone (shown in blue) with portion to be realigned from Winter Street Elementary (shown in light blue).

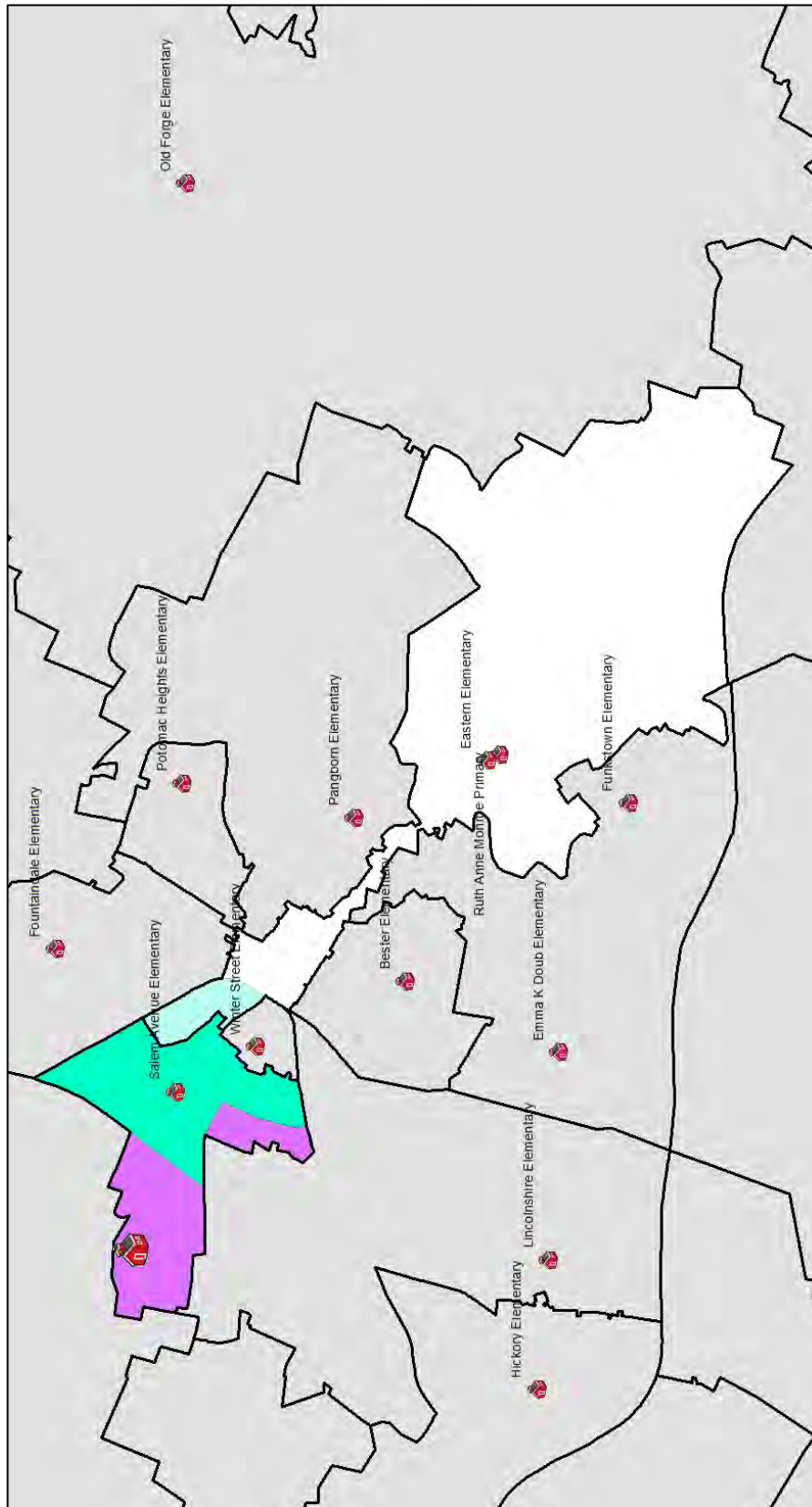


Preliminary Boundary Realignment Recommendation #8 – Winter Street Elementary attendance zone (shown in world imagery) with portion to be realigned to Bester Elementary (overlaid in light blue).

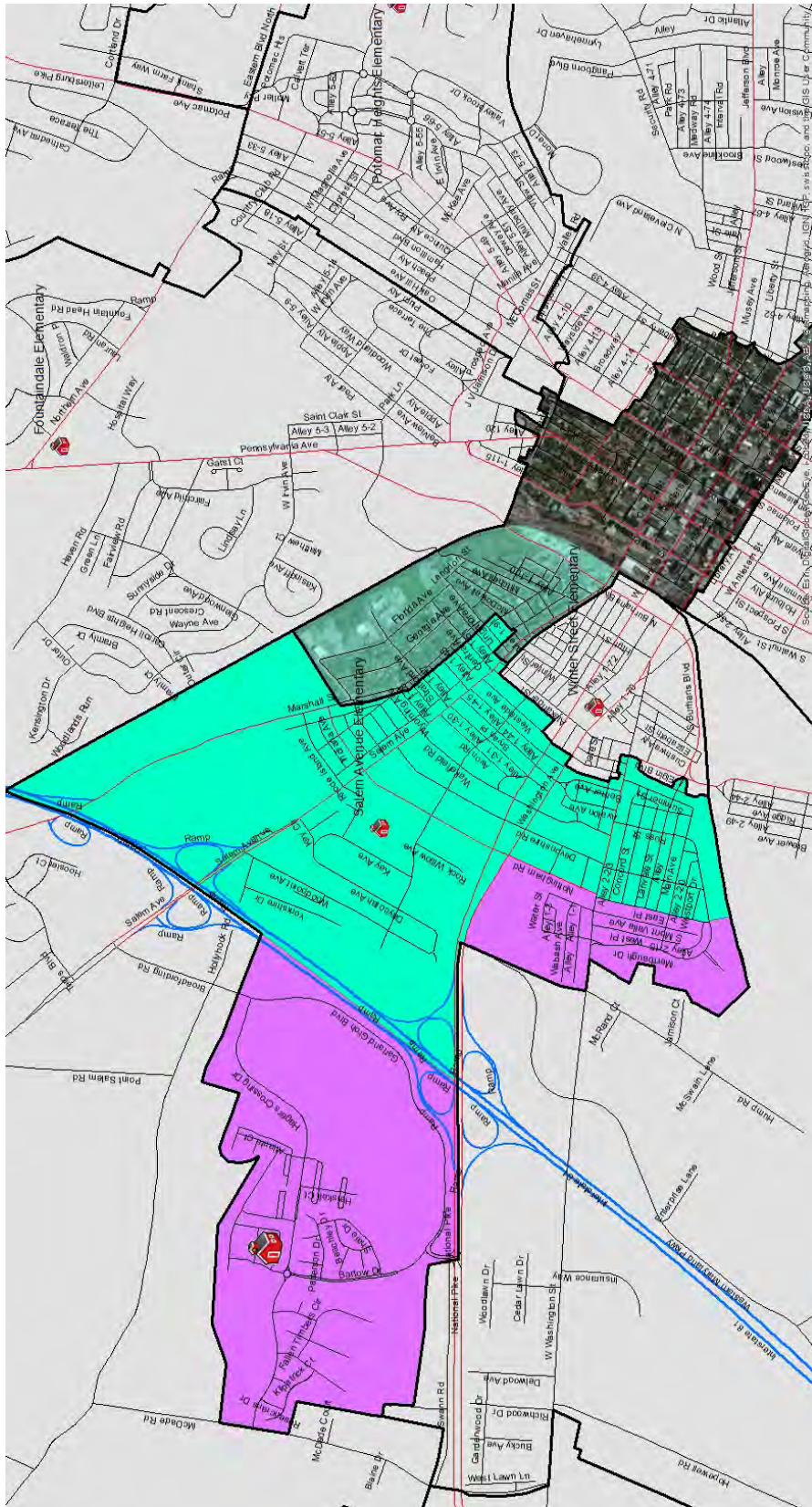
Group II
(Preliminary Boundary Realignment Recommendations 5, 6, 7, 8, and 9)
Recommended Effective Date: 2016 – 2017 School Year

Preliminary Boundary Realignment Recommendation #9: Reassign approximately 105 K-5 students from the Ruth Ann Monroe Primary School and Eastern Elementary School attendance zone to the Salem Avenue Elementary School attendance zone.

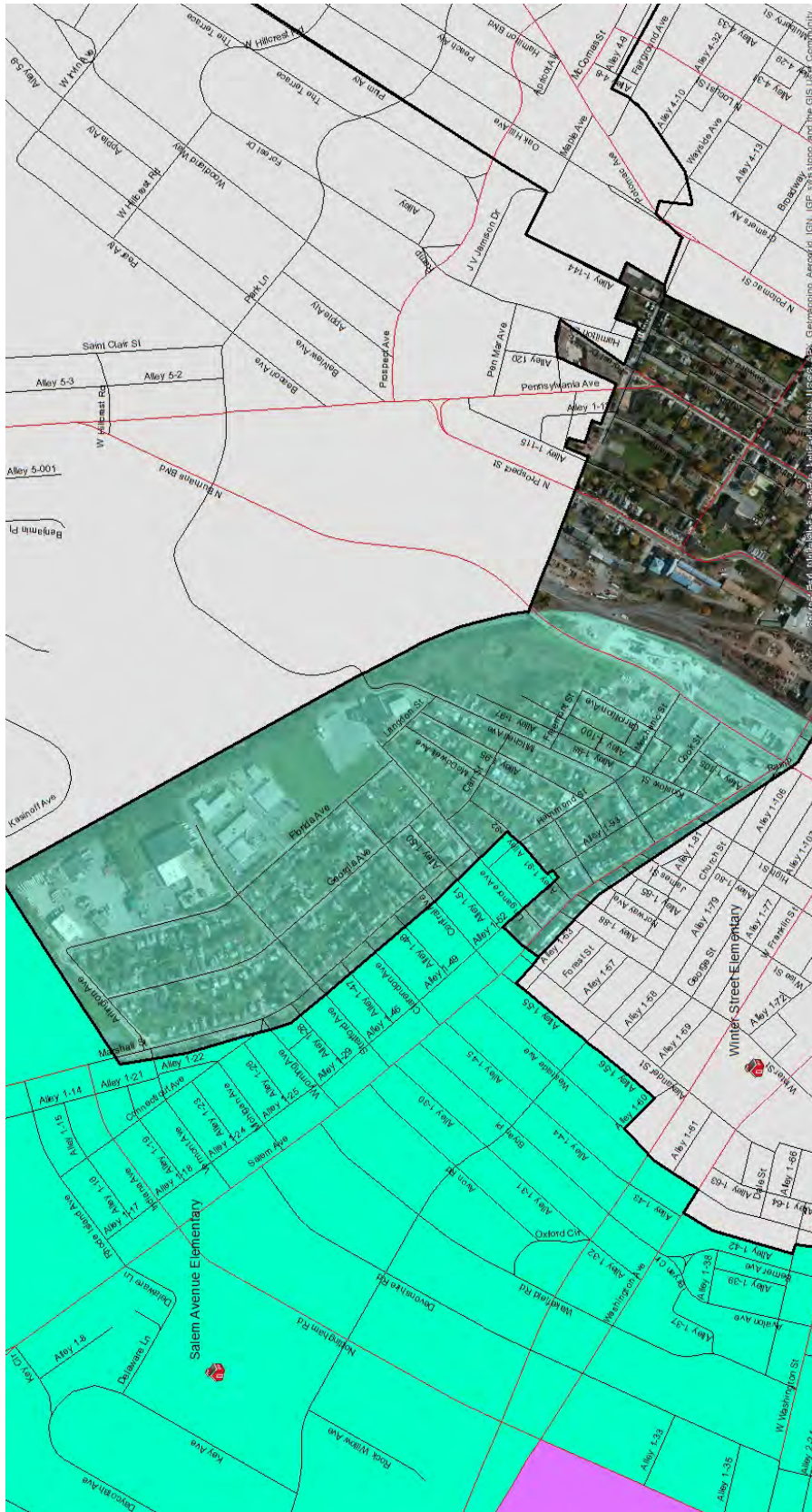
	PRELIMINARY RECOMMENDATION	COMMENTS
9.	<p><i>Preliminary boundary realignment recommendation 9 for the Ruth Ann Monroe Primary/Eastern Elementary and Salem Avenue Elementary attendance zones Effective 2016</i></p> <p>Establish a new Salem Avenue Elementary attendance zone by reassigning the western portion of the Ruth Ann Monroe Primary and Eastern Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -the Winter Street Elementary and Salem Avenue Elementary attendance zones, and properties along Arlington Avenue to the west; -properties along Florida Avenue and Langdon Street, and the Fountaindale Elementary attendance zone to the north; -properties east of North Burhans Boulevard to the east, and; -the Winter Street Elementary attendance zone and properties along Salem Avenue to the south. <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 105 K-5 Ruth Ann Monroe Primary and Eastern Elementary students to Salem Avenue Elementary. • Adds a non-transportable attendance zone of approximately 105 students for Salem Avenue Elementary. • K-5 enrollment at Salem Avenue Elementary from 89% of SRC in 2013 to an estimated 92% of SRC in 2018 in conjunction with Recommendation #1, and Recommendation #7 • FARMS rate at Salem Avenue Elementary from 76.4% in 2013 to an anticipated 88.8% in 2018 in conjunction with Recommendation #1, and Recommendation #7. • K-2 enrollment at Ruth Ann Monroe Primary from 100% of SRC in 2013 to an estimated 91% of SRC in 2018. • FARMS rate at Ruth Ann Monroe Primary from 70.2% in 2013 to an anticipated 68.3% in 2018. • 3-5 enrollment at Eastern Elementary from 101% of SRC in 2013 to an estimated 93% of SRC in 2018. • FARMS rate at Eastern Elementary from 64.4% in 2013 to an anticipated 62.3% in 2018.



Preliminary Boundary Realignment Recommendation #9 – Salem Avenue Elementary attendance zone (shown in teal) with portion to be realigned from Ruth Anne Monroe/Eastern Elementary (shown in light teal). (Recommendation #1 – Salem Avenue Elementary to “West City” Elementary shown in purple)



Preliminary Boundary Realignment Recommendation #9 – Ruth Ann Monroe Primary/Eastern Elementary attendance zone (shown in world imagery) with portion to be realigned to Salem Avenue Elementary (shown in light teal). (Recommendation #1 – Salem Avenue Elementary to “West City” Elementary shown in purple)

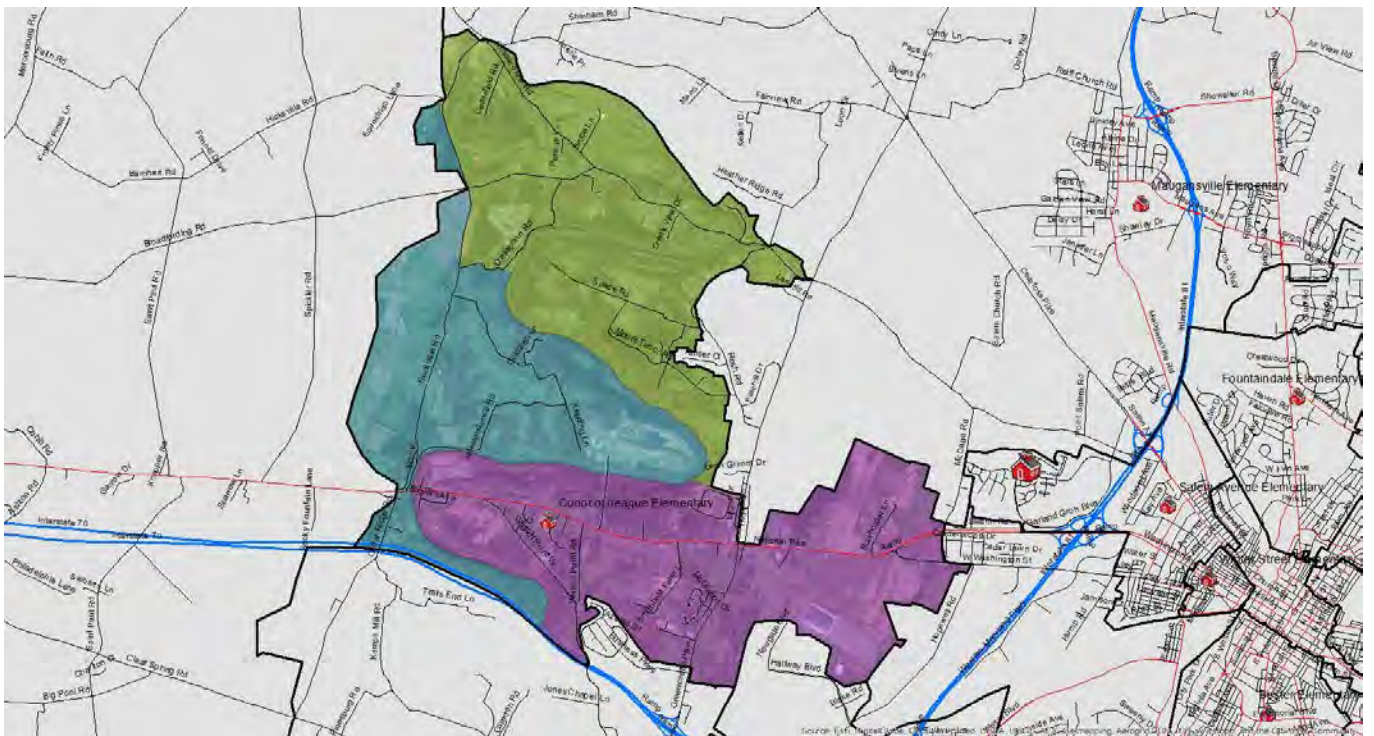


Preliminary Boundary Realignment Recommendation #9 – Ruth Ann Monroe Primary/Eastern Elementary attendance zone (shown in world imagery) with portion to be realigned to Salem Avenue Elementary (shown in light teal).

Proposed Redistribution of the Closing Conococheague Elementary Attendance Zone



2014-2015 Conococheague Elementary Attendance Zone (shown in world imagery)

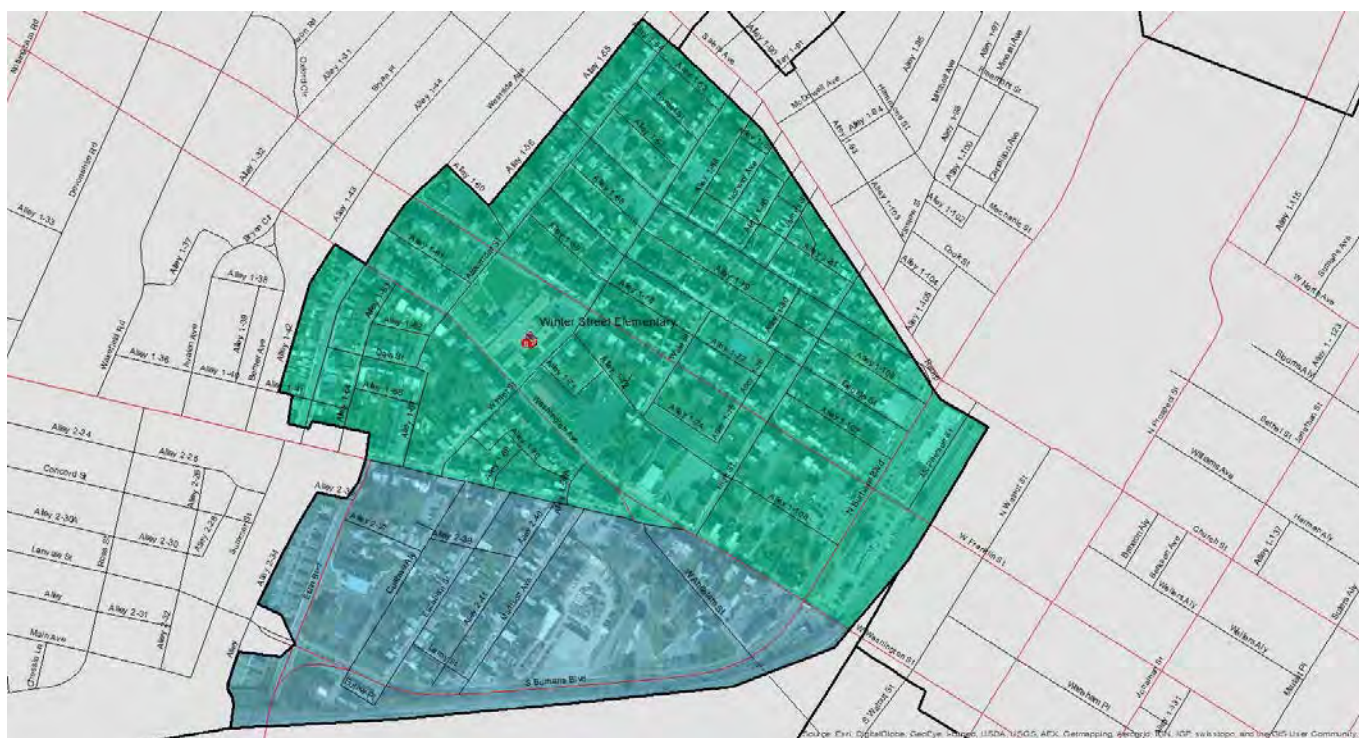


Resultant closing of the Conococheague Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #2, #5, and #6. (Recommendation #2 – Conococheague Elementary to “West City” Elementary overlaid in purple. Recommendation #5 – Conococheague Elementary to Clear Spring Elementary overlaid in blue. Recommendation #6 – Conococheague Elementary to Maugansville Elementary overlaid in green.)

Proposed Redistribution of the Closing Winter Street Elementary Attendance Zone



2014-2015 Winter Street Elementary Attendance Zone (shown in world imagery)

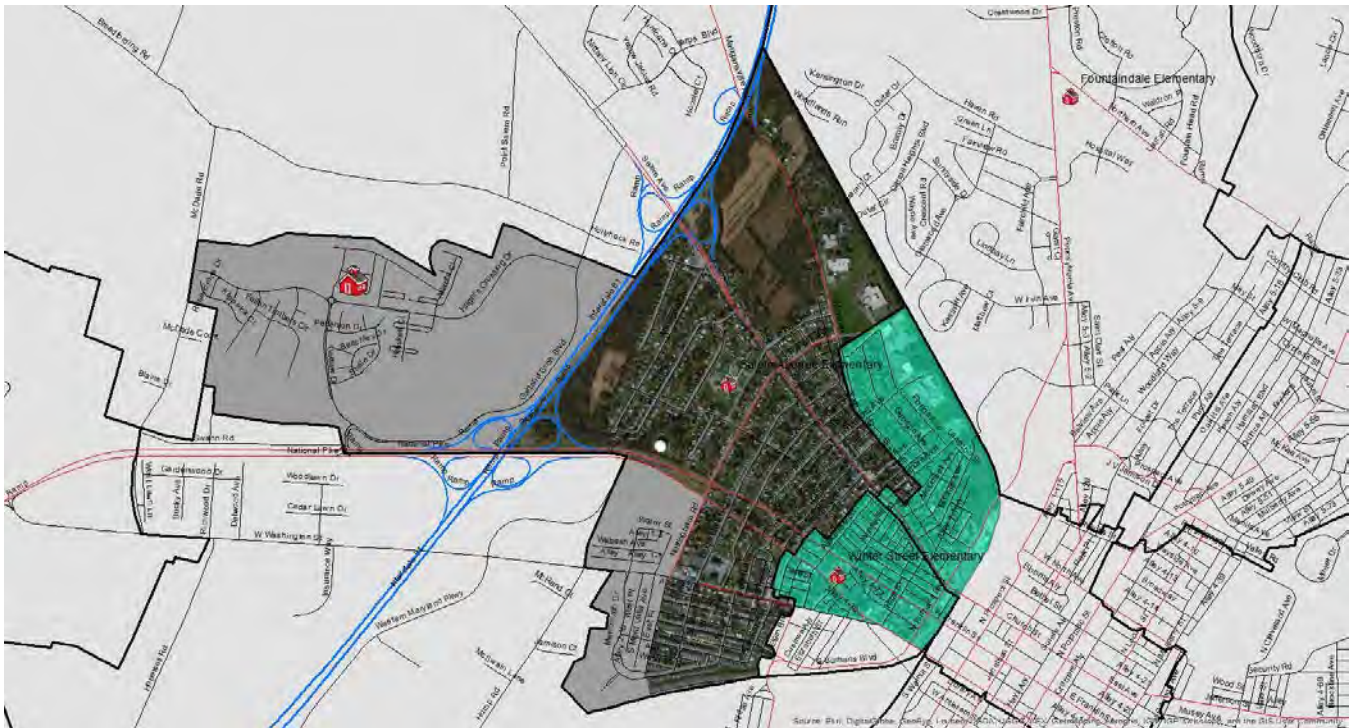


Resultant closing of the Winter Street Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #7, and #8. (Recommendation #7 – Winter Street Elementary to Salem Avenue Elementary overlaid in teal. Recommendation #8 – Winter Street Elementary to Bester Elementary overlaid in blue.

Proposed Salem Avenue Elementary Attendance Zone



2014-2015 Salem Avenue Elementary Attendance Zone (shown in world imagery)



Resultant Salem Avenue Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #1, #7, and #9. (Recommendation #1 – Salem Avenue Elementary to “West City” Elementary shown in dark gray. Recommendation #7 – Winter Street Elementary to Salem Avenue Elementary overlaid in teal. Recommendation #9 – Ruth Ann Monroe Primary and Eastern Elementary to Salem Avenue Elementary overlaid in teal.)

Group III

(Preliminary Boundary Realignment Recommendations 10, 11, 12, 13, and 14)

Recommended Effective Date: 2015-2016 or 2016-2017 School Year

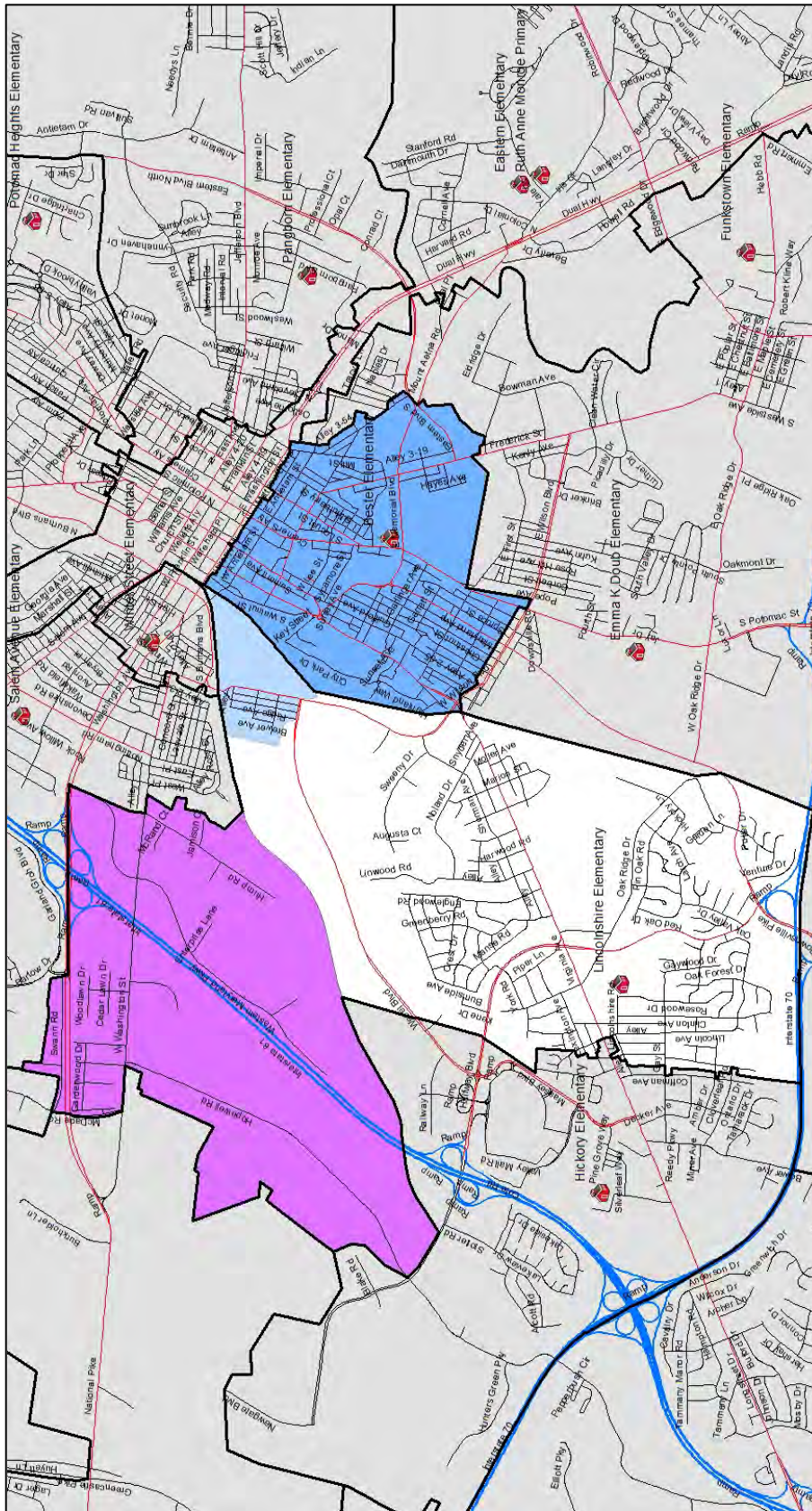
Group III

(Preliminary Boundary Realignment Recommendations 10, 11, 12, 13, and 14)

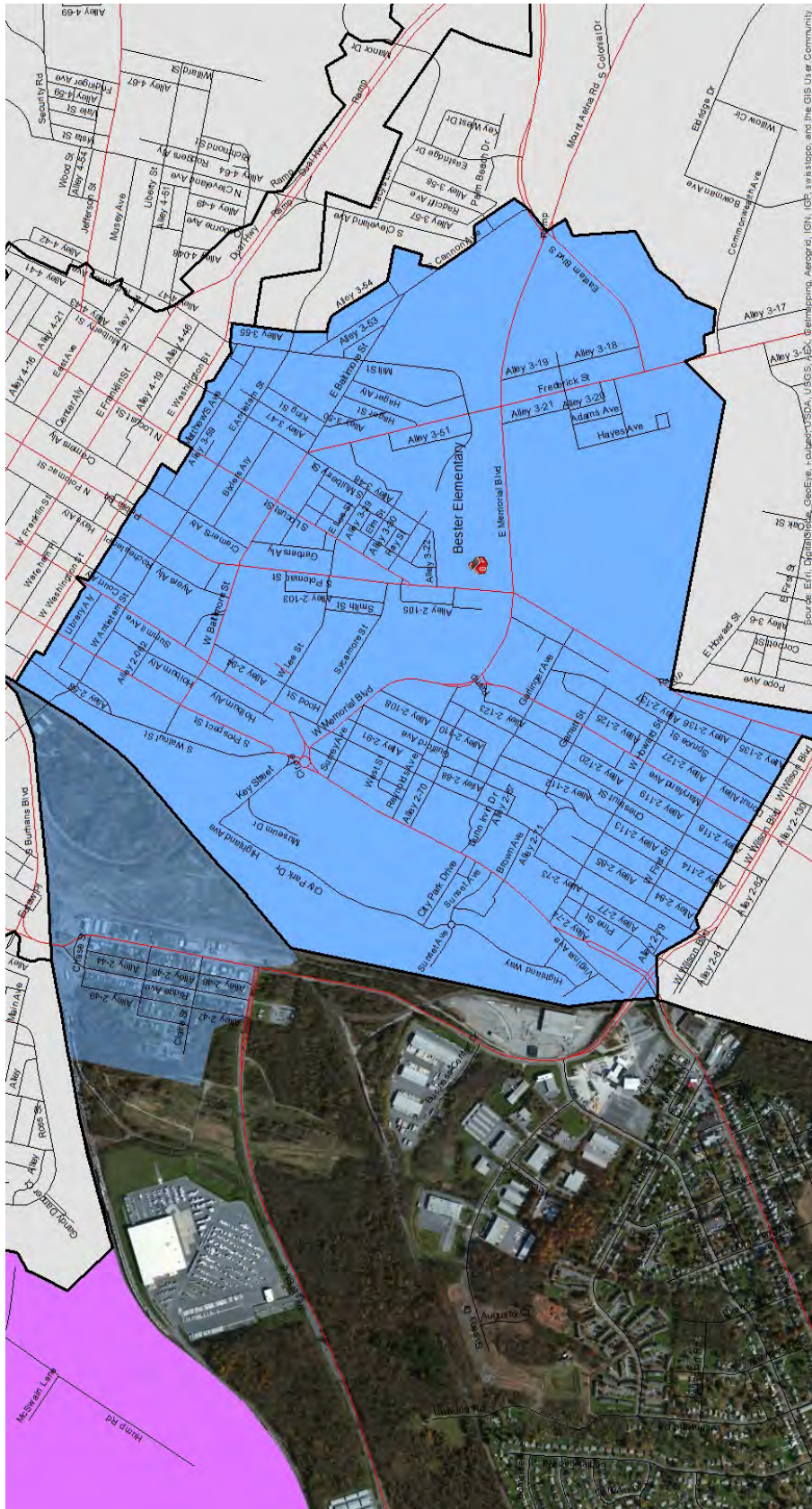
Recommended Effective Date: 2015-2016 or 2016-2017 School Year

Preliminary Boundary Realignment Recommendation #10: Reassign approximately 38 K-5 students from the Lincolnshire Elementary School attendance zone to the Bester Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
10.	<p style="text-align: center;"><i>Preliminary boundary realignment recommendation 10 for the Lincolnshire Elementary and Bester Elementary attendance zones Effective 2015 or 2016</i></p> <p>Establish a new Bester Elementary attendance zone by reassigning the northeastern portion of the Lincolnshire Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -properties along Ridge Avenue, Claire Street, and Brewer Avenue to the west; -the Salem Avenue Elementary and Winter Street Elementary attendance zones, and the railroad tracks to the north; -properties to the west of the railroad tracks and the Bester Elementary attendance zone to the east, and; -properties to north of Wesel Boulevard to the south; <p style="text-align: center;"><i>Pending Final FEAC Recommendation ** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 38 K-5 Lincolnshire Elementary students to Bester Elementary. • K-5 enrollment for Bester Elementary from 76% of SRC in 2013 to an estimated 96% of SRC in 2018 in conjunction with Recommendation #8. • FARMS rate at Bester Elementary from 83.6% in 2013 to an anticipated 84.9% in 2018 in conjunction with Recommendation #8. • Reduces K-5 enrollment at Lincolnshire Elementary from 115% of SRC in 2013 to an estimated 95% of SRC in 2018 in conjunction with Recommendation #3, and Recommendation #11. • FARMS rate at Lincolnshire Elementary from 72.8% in 2013 to an anticipated 72.6% in 2018 in conjunction with Recommendation #3, and Recommendation #11.



Preliminary Boundary Realignment Recommendation #10 – Bester Elementary attendance zone (shown in blue) with portion to be realigned from Lincolnshire Elementary (shown in light blue). (Recommendation #3 – Lincolnshire Elementary to “West City” Elementary shown in purple)

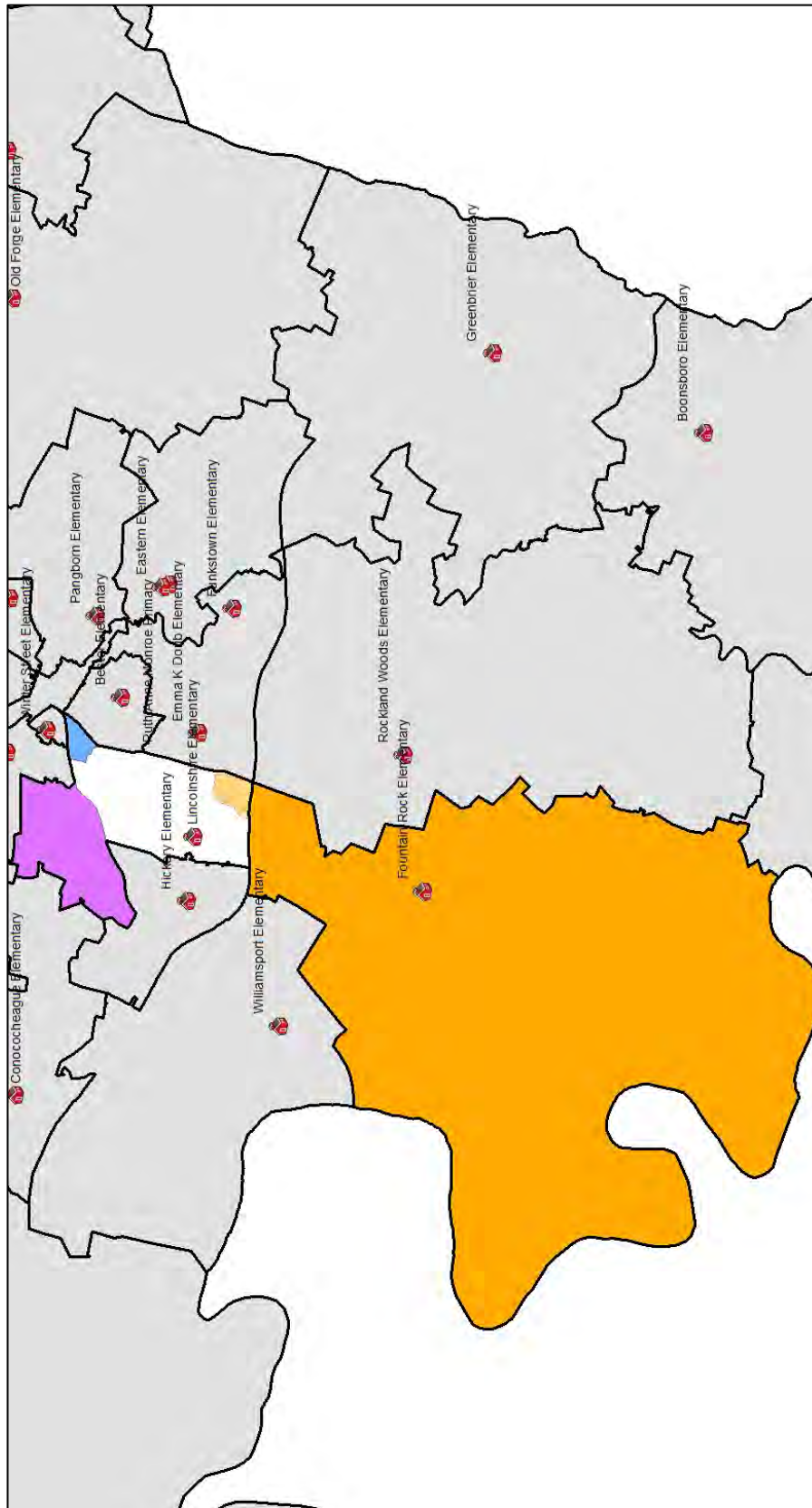


Preliminary Boundary Realignment Recommendation #10 – Lincolnshire Elementary attendance zone (shown in world imagery) with portion to be realigned to Bester Elementary (overlaid in light blue). (Recommendation #3 – Lincolnshire Elementary to “West City” Elementary shown in purple)

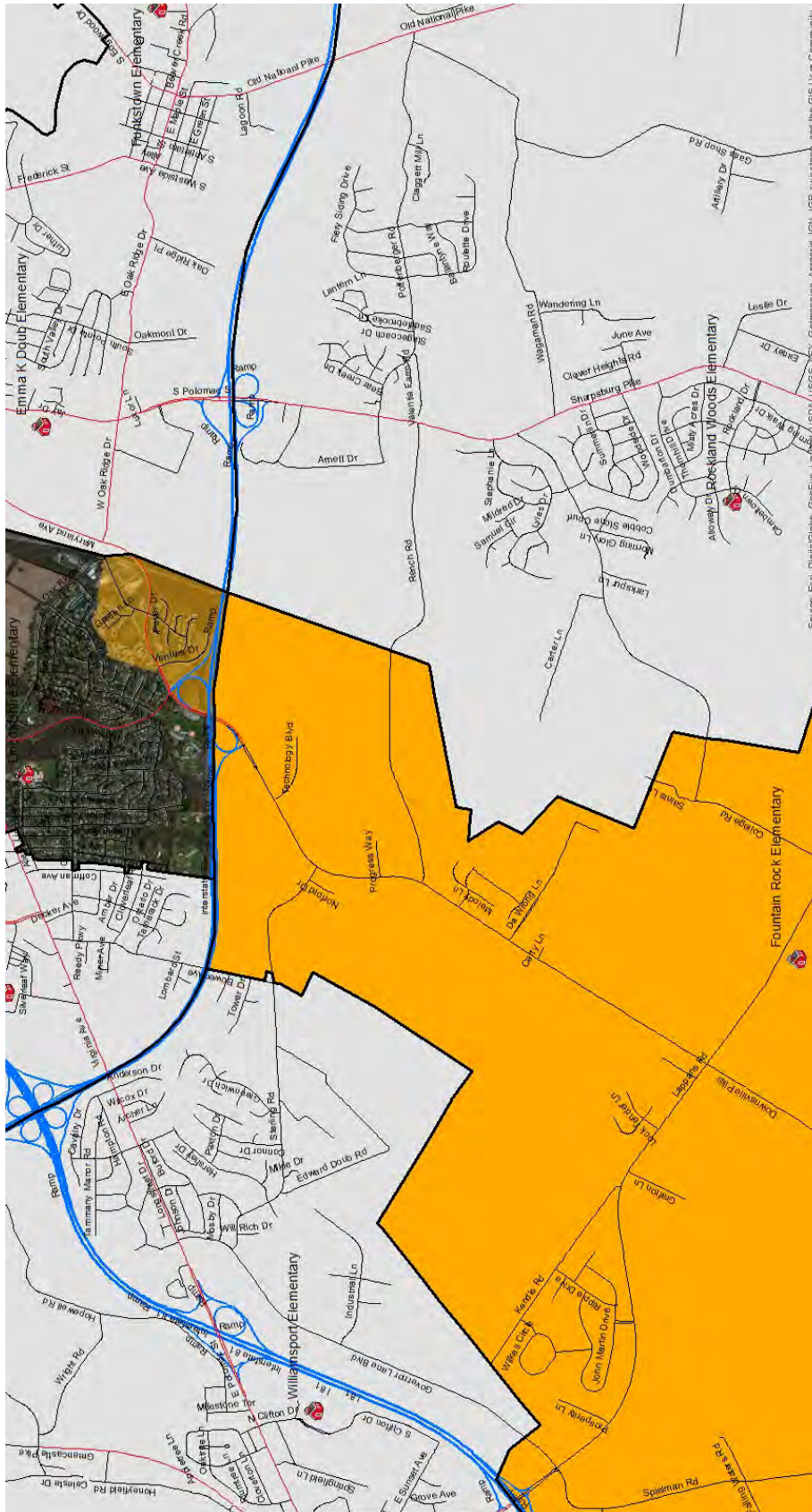
Group III
(Preliminary Boundary Realignment Recommendations 10, 11, 12, 13, and 14)
Recommended Effective Date: 2015-2016 or 2016-2017 School Year

Preliminary Boundary Realignment Recommendation #11: Reassign approximately 46 K-5 students from the Lincolnshire Elementary School attendance zone to the Fountain Rock Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
11.	<p style="text-align: center;"><i>Preliminary boundary realignment recommendation 11 for the Lincolnshire Elementary and Fountain Rock Elementary attendance zones Effective 2015 or 2016</i></p> <p>Establish a new Fountain Rock Elementary attendance zone by reassigning the southeastern portion of the Lincolnshire Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -properties to the east of Downsville Pike, properties to the west of Oak Ridge Drive and Garden Lane to the west; -properties along Downsville Pike, Oak Ridge Drive, and Garden Lane to the north; -the Emma K. Doub Elementary attendance zone to the east, and; -properties north of Interstate 70 and the Fountain Rock Elementary boundary to the south. <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 46 K-5 Lincolnshire Elementary students to Fountain Rock Elementary. • Reduces K-5 enrollment at Lincolnshire Elementary from 115% of SRC in 2013 to an estimated 95% of SRC in 2018 in conjunction with Recommendation #3, and Recommendation #10. • FARMS rate at Lincolnshire Elementary from 72.8% in 2013 to an anticipated 72.6% in 2018 in conjunction with Recommendation #3, and Recommendation #10. • K-5 enrollment for Fountain Rock Elementary from 64% of SRC in 2013 to an estimated 94% of SRC in 2018 in conjunction with Recommendation #12. • FARMS rate at Fountain Rock Elementary from 27.8% in 2013 to an anticipated 37.8% in 2018 in conjunction with Recommendation #12.



Preliminary Boundary Realignment Recommendation #11 – Fountain Rock Elementary attendance zone (shown in orange) with portion to be realigned from Lincolnshire Elementary (shown in light orange). (Recommendation #3 – Lincolnshire Elementary to “West City” Elementary shown in purple. Recommendation #10 – Lincolnshire Elementary to Bester Elementary shown in blue.)

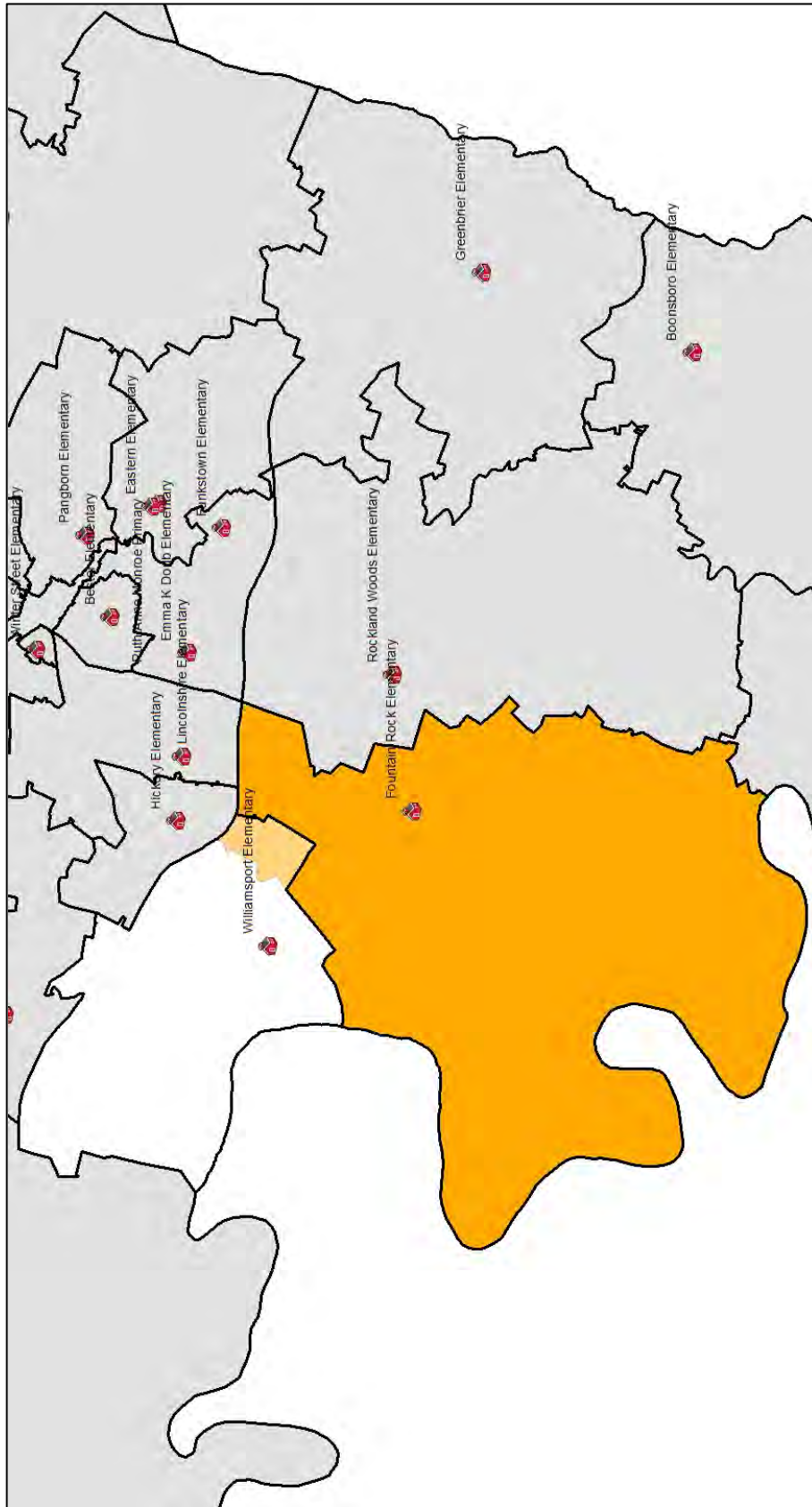


Preliminary Boundary Realignment Recommendation #11 – Lincolnshire Elementary attendance zone (shown in world imagery) with portion to be realigned to Fountain Rock Elementary (overlaid in orange).

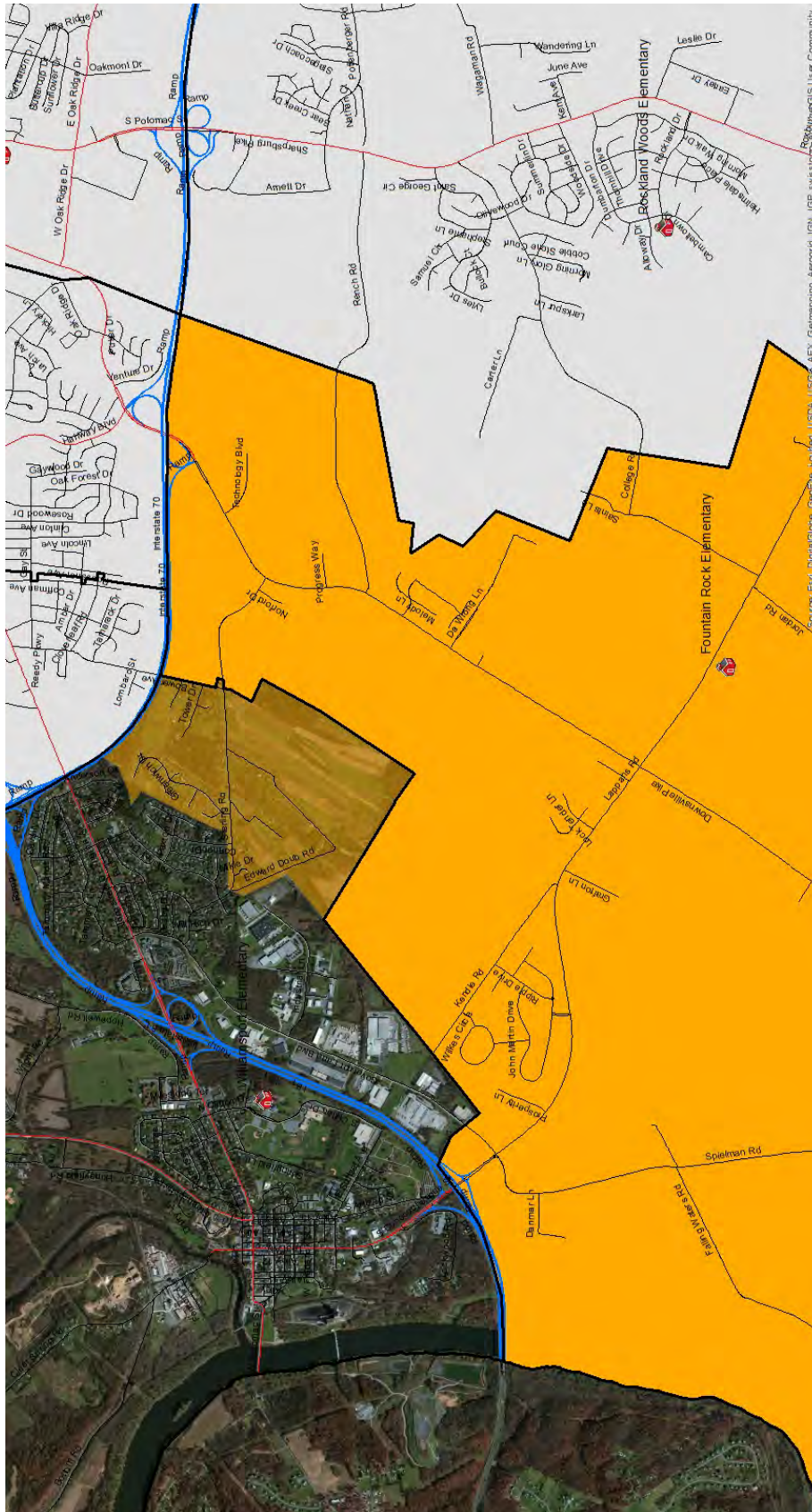
Group III
(Preliminary Boundary Realignment Recommendations 10, 11, 12, 13, and 14)
Recommended Effective Date: 2015-2016 or 2016-2017 School Year

Preliminary Boundary Realignment Recommendation #12: Reassign approximately 43 K-5 students from the Williamsport Elementary School attendance zone to the Fountain Rock Elementary School attendance zone.

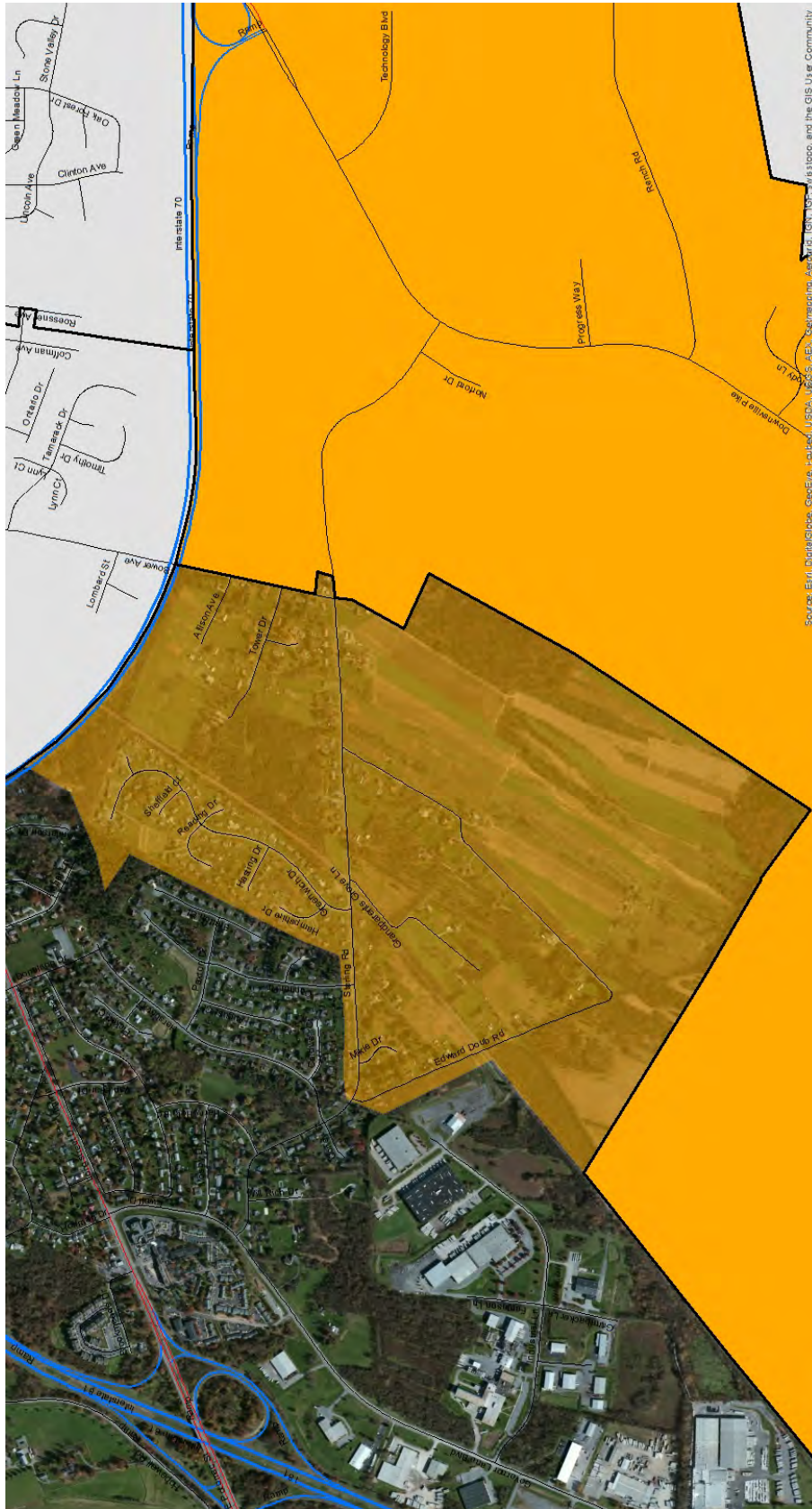
	PRELIMINARY RECOMMENDATION	COMMENTS
12.	<p style="text-align: center;"><i>Preliminary boundary realignment recommendation 12 for the Williamsport Elementary and Fountain Rock Elementary attendance zones Effective 2015 or 2016</i></p> <p>Establish a new Fountain Rock Elementary attendance zone by reassigning the southeastern portion of the Williamsport Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -properties along Edward Doub Road, properties to the east of Edward Doub Road and along Sterling Road, and properties accessed from Hampshire Drive, Hasting Drive, Reading Drive, Sheffield Court and Greenwich Drive to the west; -properties south of Interstate 70 and the Hickory Elementary attendance zone to the north; -properties to the west of Bower Avenue and the Fountain Rock Elementary attendance zone to the east, and; -properties south or west of Edward Doub Road and the Fountain Rock Elementary attendance zone to the south. <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 43 K-5 Williamsport Elementary students to Fountain Rock Elementary. • Reduces K-5 enrollment at Williamsport Elementary from 109% of SRC in 2013 to an estimated 102% of SRC in 2018. • FARMS rate at Williamsport Elementary from 49.6% in 2013 to an anticipated 50.2% in 2018. • K-5 enrollment for Fountain Rock Elementary from 64% of SRC in 2013 to an estimated 94% of SRC in 2018 in conjunction with Recommendation #11. • FARMS rate at Fountain Rock Elementary from 27.8% in 2013 to an anticipated 37.8% in 2018 in conjunction with Recommendation #11.



Preliminary Boundary Realignment Recommendation #12 – Fountain Rock Elementary attendance zone (shown in orange) with portion to be realigned from Williamsport Elementary (shown in light orange).



Preliminary Boundary Realignment Recommendation #12 – Williamsport Elementary attendance zone (shown in world imagery) with portion to be realigned to Fountain Rock Elementary (overlaid in light orange).

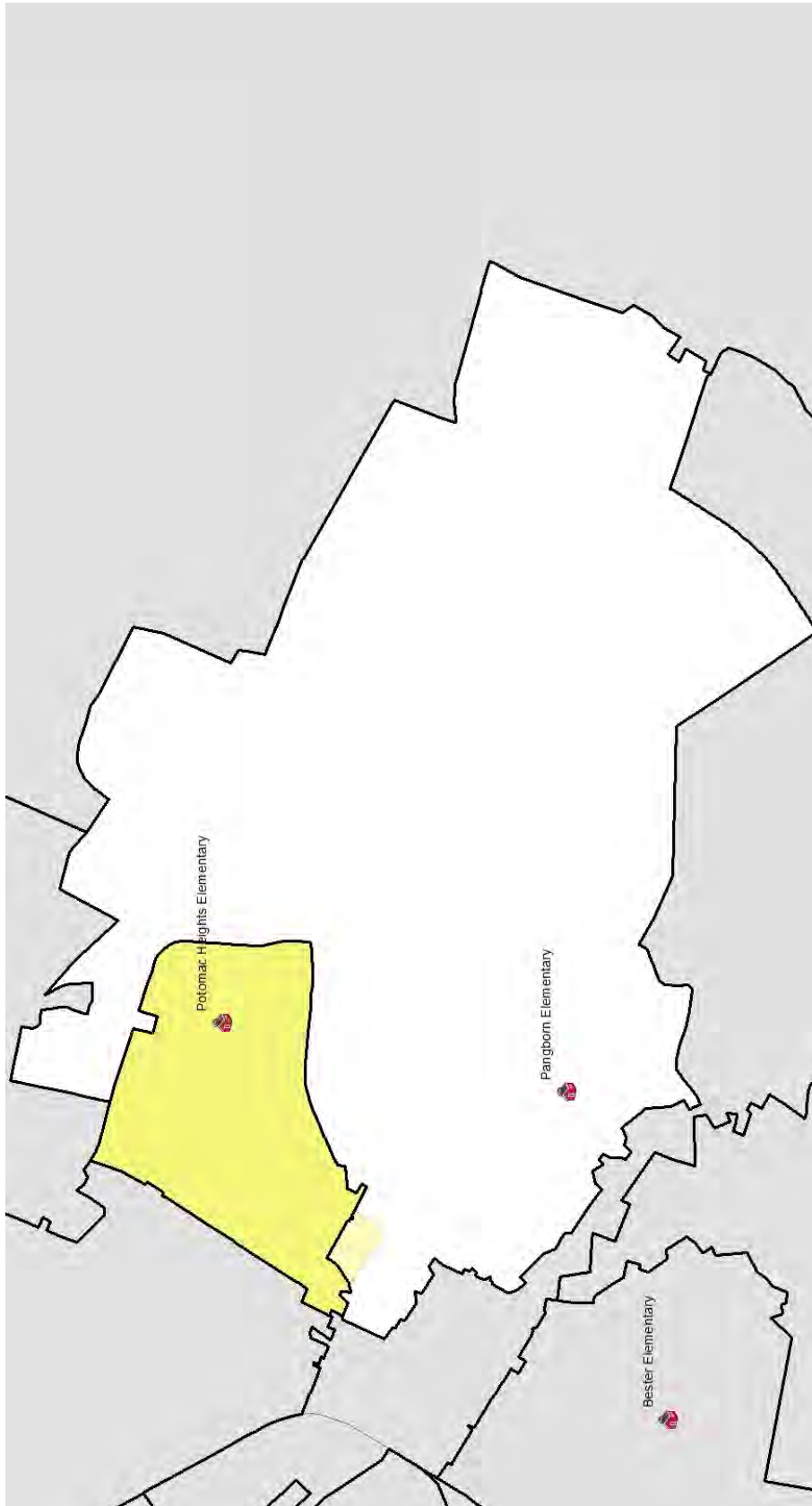


Preliminary Boundary Realignment Recommendation #12 – Williamsport Elementary attendance zone (shown in world imagery) with portion to be realigned to Fountain Rock Elementary (overlaid in light orange).

Group III
(Preliminary Boundary Realignment Recommendations 10, 11, 12, 13, and 14)
Recommended Effective Date: 2015-2016 or 2016-2017 school year

Preliminary Boundary Realignment Recommendation #13: Reassign approximately 38 K-5 students from the Pangborn Elementary School attendance zone to the Potomac Heights Elementary School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
13.	<p style="text-align: center;"><i>Preliminary boundary realignment recommendation 13 for the Pangborn Elementary and Potomac Heights Elementary attendance zones Effective 2015 or 2016</i></p> <p>Establish a new Potomac Heights Elementary attendance zone by reassigning the easternmost portion of the Pangborn Elementary attendance zone as defined by:</p> <ul style="list-style-type: none"> -properties along North Locust Street and the Potomac Heights Elementary attendance zone to the west; -properties along Fairground Avenue and the Potomac Heights Elementary attendance zone to the north; -properties along North Mulberry Street to the east, and; -properties located north of Wayside to the south; <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 38 K-5 Pangborn Elementary students to Potomac Heights Elementary. • Reduces K-5 enrollment at Pangborn Elementary from 100% of SRC in 2013 to an estimated 95% of SRC in 2018. • FARMS rate at Pangborn Elementary from 68.6% in 2013 to an anticipated 68.2% in 2018. • K-5 enrollment for Potomac Heights Elementary from 79% of SRC in 2013 to an estimated 93% of SRC in 2018. • FARMS rate at Potomac Heights Elementary from 34.4% in 2013 to an anticipated 40.6% in 2018.



Preliminary Boundary Realignment Recommendation #13 – Potomac Heights Elementary attendance zone (shown in yellow) with portion to be realigned from Pangborn Elementary (shown in light yellow).

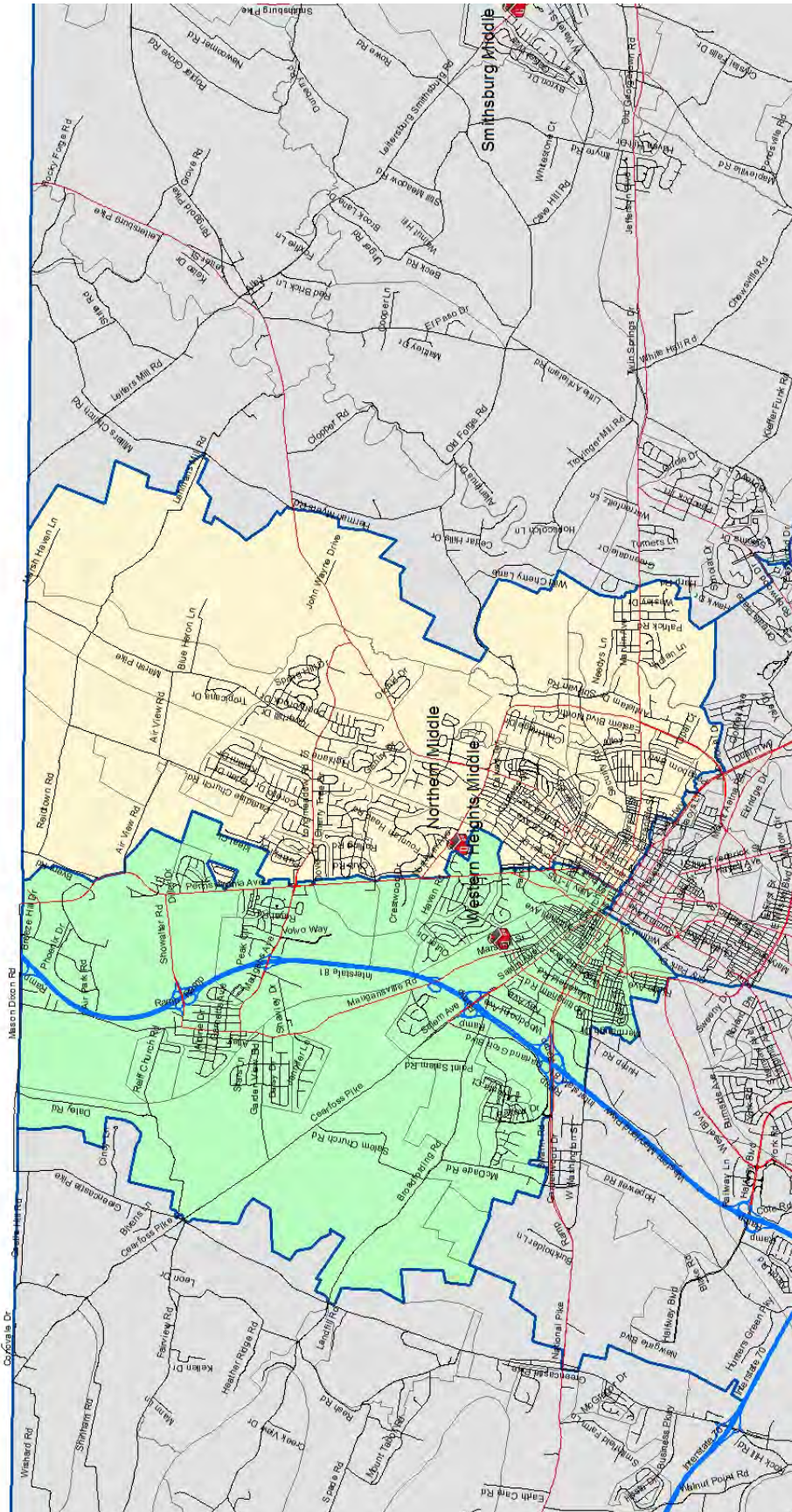
Group III

(Preliminary Boundary Realignment Recommendations 10, 11, 12, 13, and 14)

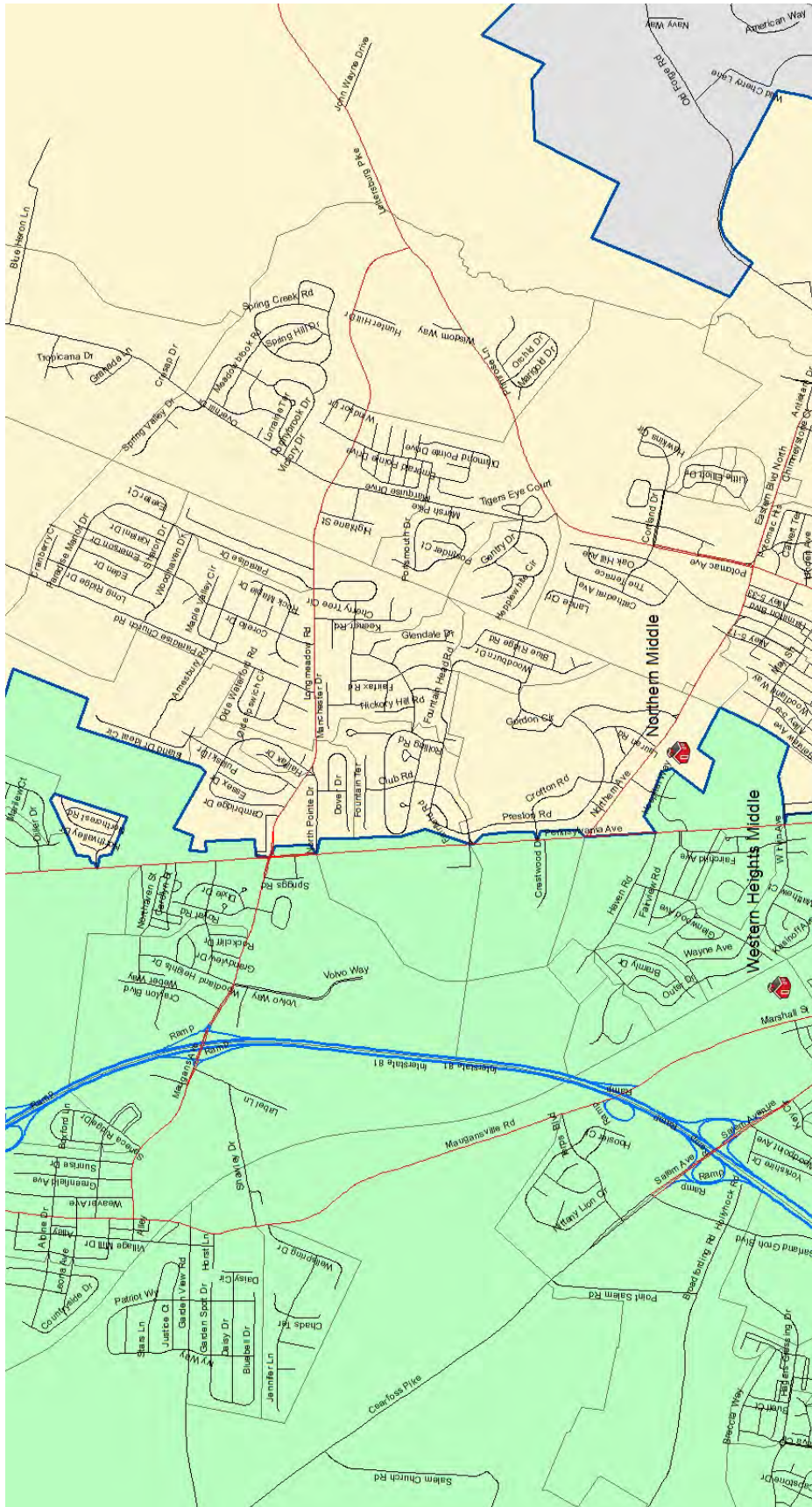
Recommended Effective Date: 2015-2016 or 2016-2017 school year

Preliminary Boundary Realignment Recommendation #14: Reassign approximately 4 6-8 students from the Northern Middle School attendance zone to the Western Heights Middle School attendance zone.

	PRELIMINARY RECOMMENDATION	COMMENTS
14.	<p><i>Preliminary boundary realignment recommendation 14 for Northern Middle and Western Heights Middle attendance zones Effective 2015 or 2016</i></p> <p>Establish a new Western Heights Middle attendance zone by reassigning the westernmost non-contiguous portion of the Northern Middle attendance zone as defined by:</p> <ul style="list-style-type: none"> -properties along Northridge Drive and North Meadow Road, and the Western Heights Middle attendance zone to the west; -properties along Northvalley Drive and the Western Heights Middle attendance zone to the north; -properties along Northvalley Drive and Northcrest Road, and the Western Heights Middle attendance zone to the east, and; -properties along Northridge Drive and the Western Heights Middle attendance zone to the south; <p style="text-align: center;"><i>Pending Final FEAC Recommendation</i> <i>** This is not a formal boundary description and is subject to future revision. See the attached maps for the area(s) under consideration by the FEAC. **</i></p>	<ul style="list-style-type: none"> • Reassigns approximately 4 6-8 Northern Middle students to Western Heights Middle. • Eliminates non-contiguous boundary lines between Northern Middle and Western Heights Middle. • Does not affect high school attendance zone boundary lines (Area and surrounding areas continue to attend North Hagerstown High).



Preliminary Boundary Realignment Recommendation #14 – Non-contiguous Northern Middle attendance zone (shown in yellow) to be realigned to Western Heights Middle (shown in green).



Preliminary Boundary Realignment Recommendation #14 – Non-contiguous Northern Middle attendance zone (shown in yellow) to be realigned to Western Heights Middle (shown in green).



Preliminary Boundary Realignment Recommendation #14 – Non-contiguous Northern Middle attendance zone (shown in world imagery) to be realigned to Western Heights Middle (shown in green).

Proposed Bester Elementary Attendance Zone



2014-2015 Bester Elementary Attendance Zone (shown in world imagery)

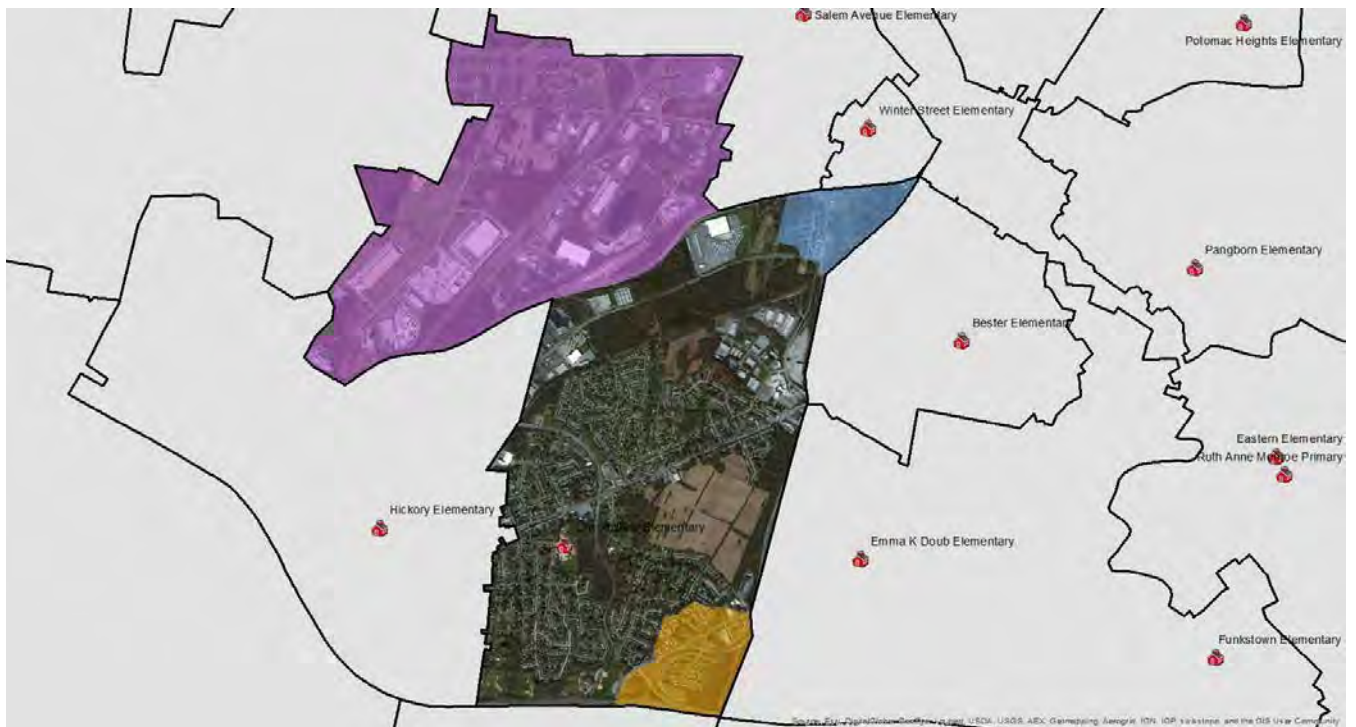


Resultant Bester Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #8, and #10. (Recommendation #8 – Winter Street Elementary to Bester Elementary overlaid in blue. Recommendation #10 – Lincolnshire Elementary to Bester Elementary overlaid in blue.)

Proposed Lincolnshire Elementary Attendance Zone



2014-2015 Lincolnshire Elementary Attendance Zone (shown in world imagery)

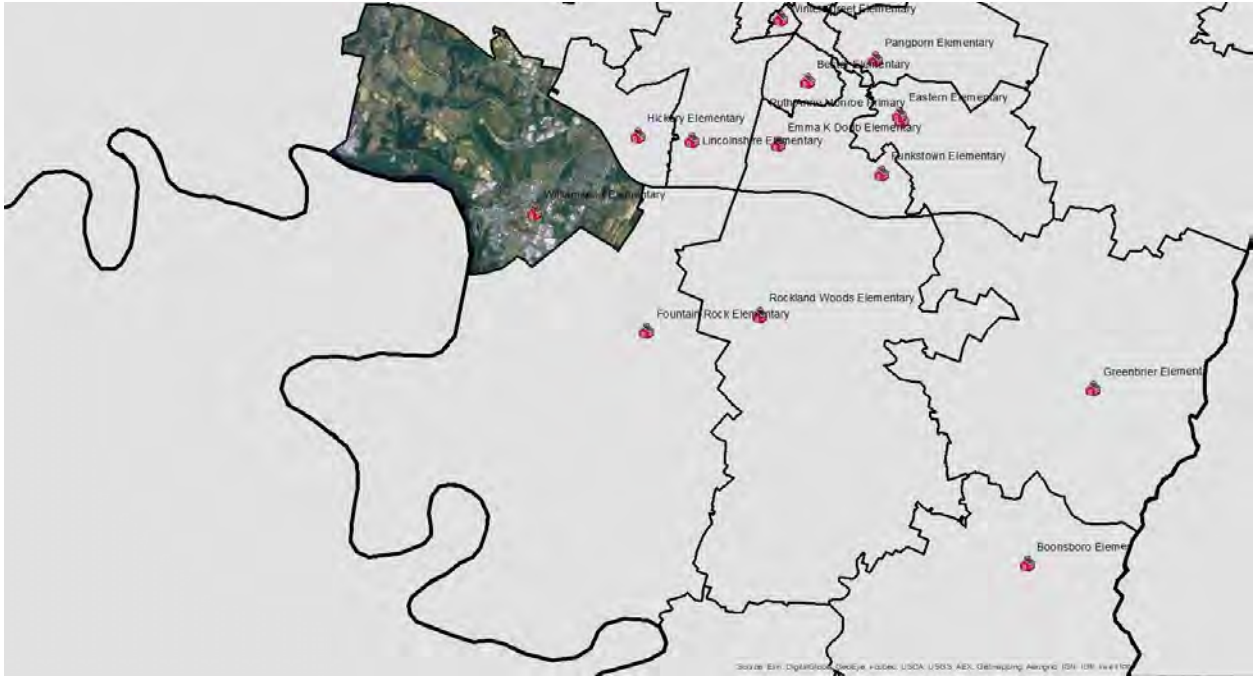


Resultant Lincolnshire Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #3, #10, and #11. (Recommendation #3 – Lincolnshire Elementary to “West City” Elementary overlaid in purple. Recommendation #10 –Lincolnshire Elementary to Bester Elementary overlaid in blue. Recommendation #11 – Lincolnshire Elementary to Fountain Rock Elementary overlaid in orange.)

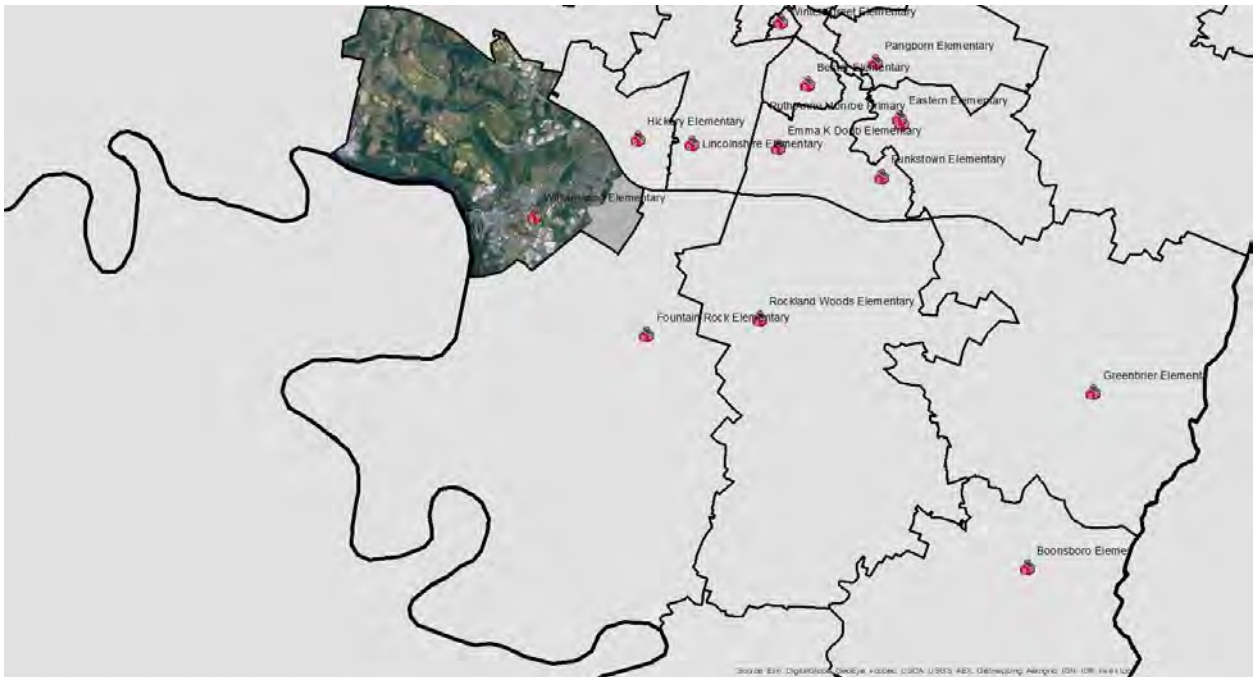


Resultant Lincolnshire Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #3, #10, and #11. (Recommendation #3 – Lincolnshire Elementary to “West City” Elementary shown in dark gray. Recommendation #10 –Lincolnshire Elementary to Bester Elementary shown in dark gray. Recommendation #11 – Lincolnshire Elementary to Fountain Rock Elementary shown in dark gray.)

Proposed Williamsport Elementary Attendance Zone



2014-2015 Williamsport Elementary Attendance Zone (shown in world imagery)

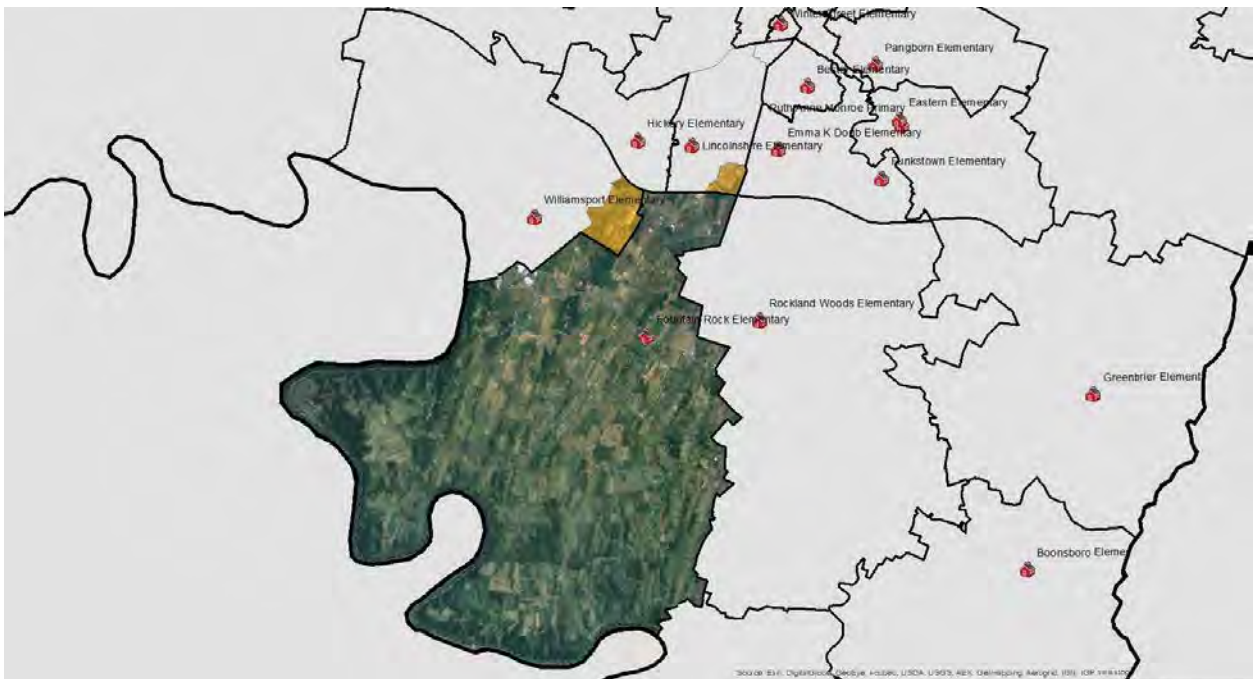


Resultant Williamsport Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #12. (Recommendation #12 – Williamsport Elementary to Fountain Rock Elementary shown in dark gray.)

Proposed Fountain Rock Elementary Attendance Zone



2014-2015 Fountain Rock Elementary Attendance Zone (shown in world imagery)



Resultant Fountain Rock Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #11, and #12. (Recommendation #11 – Lincolnshire Elementary to Fountain Rock Elementary overlaid in orange. Recommendation #12 – Williamsport Elementary to Fountain Rock Elementary overlaid in orange.)

Proposed Potomac Heights Elementary Attendance Zone



2014-2015 Potomac Heights Elementary Attendance Zone (shown in world imagery)



Resultant Potomac Heights Elementary Attendance Zone - Preliminary Boundary Realignment Recommendations #13. (Recommendation #13 – Pangborn Elementary to Potomac Heights Elementary overlaid in yellow.)

Proposed Pangborn Elementary Attendance Zone



2014-2015 Pangborn Elementary Attendance Zone (shown in world imagery)



Resultant Pangborn Elementary Attendance Zone - Preliminary Boundary Realignment Recommendation #13. (Recommendation #13 – Pangborn Elementary to Potomac Heights Elementary shown in dark gray.)

MEMORANDUM

TO: Members of the Board of Education
Executive Staff Members
Facilities and Enrollment Advisory Committee Members

FROM: Clayton M. Wilcox, Ed.D., Superintendent

DATE: March 7, 2013

RE: Approved Charge to the Facilities and Enrollment Advisory Committee

The Charge to the Facilities and Enrollment Advisory Committee was approved by the Board of Education at the regular public Business meeting on February 19, 2013.

You will find a copy of the approved Charge attached for your records. This same information will, in accordance with past practice, also be available on Board Docs.

Should you have any questions regarding this Charge, please contact Boyd Michael, III, Deputy Superintendent at 301-766-2820.

Attachments

Copy: Chad Criswell, Senior Project Manager and Planning Supervisor
Richard Wright, Communications Officer

WASHINGTON COUNTY BOARD OF EDUCATION
CHARGE TO THE
FACILITIES AND ENROLLMENT ADVISORY COMMITTEE
ISSUED BY THE
WASHINGTON COUNTY BOARD OF EDUCATION

February 19, 2013

Background

The Washington County Board of Education, with the advice of the Superintendent, is responsible for determining the geographical attendance area of each public school in the county. Recent increases in the student population, upcoming construction projects, and school closings necessitate an examination of the current school attendance zones.

The Board of Education is requesting that the Facilities and Enrollment Advisory Committee (FEAC) conduct a review of specific current school attendance zones and recommend changes to such zones based upon current enrollment projections through the 2016-2017 school year that will best utilize available space.

School Board Policy JCA and Administrative Regulation JCA-R promulgated pursuant thereto, provide guidance in the establishment of school attendance areas (see Appendix A).

Facilities and Enrollment Advisory Committee

The Board of Education has established various advisory committees to the Board, pursuant to Policy BDF and Administrative Regulation BDF-R, including the Facilities and Enrollment Advisory Committee ("FEAC" or "Committee") (see Appendix A). The purpose of the FEAC is to review enrollment data and facilities usage information and to offer recommendations to the Board of Education on the most efficient and educationally effective use of school facilities (see Administrative Regulation BDF-E(6), Appendix A). The Board of Education is vested with the authority to issue a charge to the FEAC setting forth the nature and scope of the Committee's assignment.

The Board of Education's charge to the FEAC is as follows:

The Nature and Scope of the Charge to the FEAC

Coordination of Activities

The FEAC is at all times to:

- Coordinate its work with the Superintendent or his designee.
- Provide periodic progress reports to the Board of Education, Superintendent, and the Board of Education's Facilities Committee, as needed or requested.
- Utilize the services of the Communications Officer to coordinate progress reports to the school community on a regular basis.

Scope of Work

The FEAC in its advisory capacity is to:

- Recommend changes to the attendance zone or school programming at Pangborn Elementary to provide temporary enrollment relief for the 2013-2014 school year. This recommendation is to be made to the Board no later than April 2, 2013.
- Develop an attendance zone for the anticipated opening of "West City" Elementary that includes recommendations for long-term enrollment relief at Pangborn Elementary. The school is scheduled to open for the 2016-2017 school year.
- Study and recommend changes, if any, to attendance zones to alleviate projected enrollment pressures at district facilities.

Scope of Work – Guidelines

The FEAC, in formulating its recommendations, is to consider the following factors:

- The impact of the proposed attendance area adjustments on the feeder patterns for elementary, middle, and high schools.
- The goal of assigning elementary students to matriculate to no more than three (3) middle schools and middle school students to matriculate to no more than two (2) high schools, if possible.
- The goal of assigning students of those schools studied so that the local-rated capacity (LRC) of each school is not exceeded, if possible. LRC is defined as:
 - 90% of state-rated capacity for elementary schools
 - 100% of state-rated capacity for middle schools
 - 100% of state-rated capacity for high schools
- The projected enrollment through 2016-2017 school year, including subsequent year projections.
- The goal of providing a reserve capacity in those schools studied to allow for future growth.

- The factors set forth in Board Policy JCA which, are as follows:
 - *the educational opportunity afforded to students in each school involved;*
 - *the long-range enrollment projections including consideration of anticipated future residential development/construction;*
 - *the state- and local-rated capacity of affected schools;*
 - *the geographic location of each school in relationship to the surrounding population areas;*
 - *the current and projected student travel time;*
 - *the continuing of the feeder school patterns;*
 - *the opening of a new school or the necessity to close a school;*
 - *the need to maintain racial balance in a school and/or the school system;*
 - *the socio-economic composition of affected schools;*
 - *the cost associated with the various options.*

While each of the factors listed above is to be considered, it may be impractical, in all cases, to reconcile each and every boundary line alternative with each and every factor.

Public Comment – Meetings and Deadlines

Public Comment

- The FEAC, in conjunction with the Superintendent or designee, may utilize the following measures, by way of example, to inform members of the public about the work of the FEAC and its recommendations: the Washington County Public Schools' (WCPS) website or other electronic communication avenues; written information to be placed in students' backpacks; WCPS' Alert Now system; Channel 99, radio and television announcements; and notices or news articles in a paper of general circulation in Washington County.
- The FEAC should seek and share information through appropriate channels. The WCPS' website will serve as the official communication tool to inform the school community about discussions and recommendations. The resources of the Public Information Office are available to support the FEAC in this effort.
- The FEAC may conduct community forums for the purpose of seeking comments from stakeholders. The location, length, and the procedures that govern such forums are to be determined by the FEAC and the Superintendent or designee.

Meetings

- Meetings of the FEAC are open to the public, as observers, not as participants, unless invited to speak by the chair.

- If necessary, meetings may be conducted at school locations in the communities that may be affected by the FEAC's recommendations.
- Meetings are to be scheduled as determined by the FEAC as necessary to comply with its charge.

Deadlines


- Recommendations regarding the immediate enrollment relief for Pangborn Elementary for the 2013-2014 school year shall be submitted in writing to the Board no later than April 2, 2013.
- Copies of the FEAC's report are to be provided to the Superintendent and the Chief Legal Counsel for formal review, prior to submission to the Board for consideration.

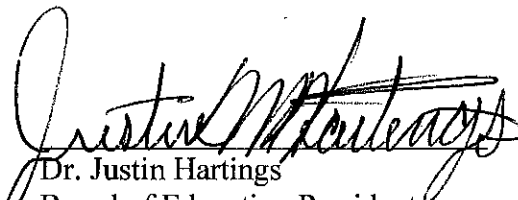
The Charge

The Washington County Board of Education hereby requests the FEAC to issue a written report(s) in accordance with this charge and the policies and regulations of the Washington County Board of Education.

Certification

On this 19th day of February, 2013, the Board of Education of Washington County, at its public business meeting, approved this charge to the Facilities and Enrollment Advisory Committee.


 Dr. Clayton M. Wilcox
 Superintendent


 Dr. Justin Hartings
 Board of Education President

APPENDIX A

WASHINGTON COUNTY BOARD OF EDUCATION

CHARGE TO THE

FACILITIES AND ENROLLMENT ADVISORY COMMITTEE

ISSUED BY THE

WASHINGTON COUNTY BOARD OF EDUCATION

- 1) Policy JCA – *Establishment of School Attendance Areas*
- 2) Administrative Regulation JCA-R – *Establishment of School Attendance Areas Regulations*
- 3) Policy KD – *Opportunity for Public Comment at Board Business Meetings, Town Meetings, and Public Hearings and the Procedures Governing such Proceedings*
- 4) Policy BDF – *Advisory Committees to the Board of Education*
- 5) Administrative Regulation BDF-R – *Advisory Committees to the Board of Education*
- 6) Exhibit BDF-E(6) – *Facilities and Enrollment Advisory Committee*

ESTABLISHMENT OF SCHOOL ATTENDANCE AREAS

The Washington County Board of Education is responsible for maintaining throughout Washington County a system of public schools that is designed to provide educational opportunities for all children.

The Washington County Board of Education shall have authority to establish public schools, subject to the bylaws, rules, and regulations of the Maryland State Board of Education. Upon approval by the State Superintendent of Schools, any elementary, middle, or senior high school, or any school or combination of grades thereof, so established, shall become a part of the State program of public education.

The Washington County Board of Education with the advice of the Superintendent is responsible for determining the geographical attendance area for each public school. The Washington County Board of Education will also consider recommendations made by the Facilities and Enrollment Advisory Committee.

The county shall be divided into appropriate school attendance areas by the Board. The Superintendent shall keep records of such attendance areas.

The Washington County Board of Education is committed to the use of long-range planning techniques to minimize the necessity for frequent boundary changes.

Considerations guiding the establishment or change of school attendance areas include

- the educational opportunity afforded to students in each school involved;
- long-range enrollment projections including consideration of anticipated future residential development/construction;
- state and local rated capacity of affected schools;
- the geographic location of each school in relationship to the surrounding population areas;
- current and projected student travel time;
- continuing of the feeder school patterns;
- the opening of a new school or, the necessity to close a school;
- the need to maintain racial balance in a school and/or the school system;
- socio-economic composition of affected schools;
- cost associated with the various options.

While each of the factors will be considered, it normally may be impractical to reconcile each and every boundary line alternative with each and every factor.

Process to be Followed for Administrative Adjustments to School Attendance Areas

When, the placement of houses in new developments and/or the establishment of new roads, public, or private, or the creation of a new school requires interpretation and administrative adjustment to existing boundaries, the Superintendent, in consultation with appropriate staff, may formulate recommendations on administrative adjustments to existing boundaries. A public meeting will be scheduled by the Superintendent to provide an opportunity for parents and residents to be informed of and to offer comments on proposed administrative adjustments to boundaries. The Superintendent or his/her designee will determine the school district placements and advise staff, parents and residents as appropriate, with Board of Education review and approval.

Process to be Followed With Regard to the Establishment of School Attendance Areas

The process to be followed with regard to the establishment of school attendance zones is set forth in JCA-R.

Legal Reference: Annotated Code of Maryland, Education Article, Sections 4-108, 4-109, and 4-120 —2001

Policy adopted: December 17, 1974. Amended: February 4, 2003. Revised: October 3, 2006
Board of Education of Washington County

ESTABLISHMENT OF SCHOOL ATTENDANCE AREAS REGULATIONS

The Washington County Board of Education shall appoint a Facilities and Enrollment Advisory Committee comprised of representative parents, businesspersons, and community leaders who are interested in studying and recommending proposed resolutions to enrollment issues. The Board is also authorized to seek the advice of the Superintendent, school staff or consultants on the establishment of school attendance areas.

Facilities and Enrollment Advisory Committee Responsibilities

The Committee shall review enrollment and facilities data to make recommendations to the Board for the efficient and educationally effective use of school facilities. The Committee shall be non-partisan.

In the event the Board requests the Facilities and Enrollment Advisory Committee to provide recommendations on the establishment of school attendance areas, the Board will develop the charge to the Facilities and Enrollment Advisory Committee. The charge will set forth the nature and scope of the Committee's assignment.

Superintendent's Report

The Facilities and Enrollment Advisory Committee is to submit its proposed plan to the Board for its consideration. The Board will forward the proposed plan to the Superintendent. The Superintendent may accept the proposed plan or offer comments with respect to the recommendations of the Committee or may develop other recommendations after consideration of staff advice, the Facilities and Enrollment Advisory Committee report, and input from other organizations and individuals who provided comments. The Superintendent's report and/or Facilities and Enrollment Advisory Committee's proposed plan, will be disseminated to the schools involved in the change of attendance area(s) proposal, for distribution to parents/students affected by the proposed changes and to members of the Board of Education.

Public Hearing

The Board will hold a public hearing to receive comments from parents and residents and reactions to the Superintendent's recommendation. The public hearing will be advertised and parents and residents will be notified in accordance with the existing Board of Education procedure (Ref. KD-R).

In the event that the Board agrees to accept a modification or an alternative plan containing elements that substantially differ, as determined by the Board, from those on which parents and residents had an opportunity to comment at the hearing, the Board agrees to receive written comments for a period of ten (10) days following the Board's acceptance of such a modification or alternative plan. The Board will encourage comments from parents and residents at the next scheduled Board meeting.

The change in attendance area(s) plan will be acted upon by the Board within sixty (60) days of the hearing unless the Board votes to solicit further input or to conduct additional hearings relative to this matter.

The Board vote for any change in attendance area(s) shall be made and announced at least ninety (90) days prior to the effective date of implementation (except in emergency or extenuating or other unforeseen circumstances), but not later than April 30th of the year preceding the proposed change(s). The Board reserves the authority to adjust the April 30th timeline.

Appeal Process

Within five (5) business days from the date the Board votes to accept a recommendation regarding change in attendance area(s) decision, any interested parent/resident may appeal, in writing, by a timely notice to the President of the Board. The parent/resident shall state in writing, specific objections to the Board's decision and the basis for such objections. The Board shall within five (5) business days of said written objection, respond in writing to such objections. Any further right to appeal will be to the State Board of Education as provided by §4-205(c) of the Education Article.

OPPORTUNITY FOR PUBLIC COMMENT AT BOARD BUSINESS MEETINGS, TOWN MEETINGS, AND PUBLIC HEARINGS AND THE PROCEDURES GOVERNING SUCH PROCEEDINGS

The Board of Education supports and encourages public comment at regular Board of Education business meetings, town meetings, and public hearings.

In all such venues, speakers are to introduce themselves, identify whether they are speaking as individuals or on behalf of an organization, and provide a written copy of their comments for future consideration by Board of Education members. For each type of meeting, speakers will each be given a limited time to speak.

A. Procedures--Business Meetings

At each public business meeting of the Board of Education, an opportunity will be provided for individuals to speak to matters relating to the operations of Washington County Public Schools. This opportunity, under the agenda title of "Public Comment," will follow the Approval of Minutes.

1. Each person wishing to address the Board of Education must sign up prior to the meeting and may address any topic concerning Washington County Public Schools, except personnel or student matters which clearly identify an individual or individuals. Each speaker is limited to three (3) minutes if speaking for himself or herself and five (5) minutes if representing a group or organization. The Chairperson reserves the right to limit the number of speakers on any particular topic provided the issue in question has been presented fairly and further comments would simply be repetitious. Following a speaker's presentation, the Superintendent may designate a staff member to address that individual's concern, or may ask the speaker to contact a particular department or a particular staff member at an appropriate time.
2. During the agenda item entitled Board Member Response to Public Comment, which immediately follows Public Comment, Board of Education members may elect to offer their own comments concerning topics presented by the public. Each Board member will be given three (3) minutes to speak and may not transfer his or her time to another Board member. A member who chooses to address a speaker's comments, will refrain from initiating a dialogue. Any Board member may indicate his or her intention to follow up with a speaker at a later time as an individual Board member but not as a representative of the entire Board.

B. Procedures--Town Meetings

A town meeting is a two-hour public meeting in which information on a specified topic is presented and where dialogue may occur with the Board of Education. The meeting will end prior to the two-hour time limit if all individuals present have had the opportunity to speak. Those wishing to speak should register beginning thirty (30) minutes prior to the meeting. In the interest of providing opportunities for as many persons to speak as possible, each speaker will be limited to five (5) minutes. The Board of Education may reduce or increase the five (5) minute time period depending upon the number of persons who wish to speak.

C. Procedures--Public Hearings

Recognizing that certain contemplated actions of the Board of Education have significant public impact or are of widespread public concern, the Board of Education may from time to time designate certain dates and locations for the purpose of public hearings on such announced topics.

1. Persons desiring to speak at such public hearings should register through the Superintendent's office prior to the date of the meeting or register at the location of the meeting up to one-half hour in advance of the commencement of the hearing. Persons speaking as individuals will be allotted three (3) minutes; those representing an organization will be allotted five (5) minutes. No presenter may waive all or a portion of his or her allotted time to permit someone who has not properly registered to speak.
2. Public hearings shall be for a period of up to 2 1/2 hours. The hearing will end prior to the 2 1/2 hours' time limit if all individuals present have had the opportunity to speak. After 2 1/2 hours of testimony, the Superintendent will announce that the hearing will be continued at a later date, clearly stating the date, time, and location of the continued hearing. Speakers still wishing to address the Board of Education, will be permitted to make their presentations in the order in which they signed up for the original hearing. It shall be noted that each request is logged by date and time, and the order of speakers shall follow that sequence. Speakers are encouraged to provide a minimum of nine (9) copies of their testimony to the Board of Education.
3. A public hearing is intended to provide the public with an opportunity to share their ideas, reactions, and support concerning the announced topic. Board of Education members and/or the Superintendent will only be recognized by the presiding officer to correct misinformation, to add context information that the speaker may not have provided, or to ask for clarification. Following a speaker's presentation, the Superintendent may designate a staff member to address that individual's concern, or may ask the speaker to contact a particular department or a particular staff member at an appropriate time.

Policy Adopted: October 2, 2012
Board of Education of Washington County

ADVISORY COMMITTEES TO THE BOARD OF EDUCATION

The Board of Education seeks to review information, provide for systematic community input, study the impact on our students and the school system, explore options on the issues and action requests which come before it, and comply with state laws and regulations. To achieve these ends, the Board of Education may establish and appoint advisory committees to the Board of Education as it deems appropriate.

I. Advisory Committees to the Board of Education

- A. Advisory committees exist for the purpose of rendering advice based upon what is in the best overall interest of students and the mission of the school system. Such committees have only the authority vested in them through a given charge provided by the Board of Education, or as may otherwise be provided by State law. They report only to the authority which established them and serve at the pleasure of this authority, within the limits of their specific charge.
- B. Advisory committees, depending on their generic purpose, can be either major (i.e., county-wide in scope) or minor (i.e., localized in scope), and, as such, take one of two forms:
 - 1. Ad hoc—short-term in nature and ceasing when their specific purpose is accomplished; or
 - 2. Standing—having an on-going status in accordance with the charge provided by the Board of Education.
- C. A charge will be given that is appropriate to the advisory committee's purpose and will include:
 - 1. a statement that the committee is advisory only;
 - 2. a statement of the specific purpose, goals, and objectives;
 - 3. a statement establishing a schedule for interim and/or final reports; and
 - 4. other related information as relevant.
- D. Term of Office—Standing Advisory Committees to the Board of Education
 - 1. Individuals may be appointed to a term of office of up to five (5) years.
 - 2. The terms of office may be staggered to allow for the rotation of up to ½ of the membership of an advisory committee every five (5) years.
 - 3. All appointments and re-appointments to an advisory committee are subject to the approval of the Board of Education.
- E. Advisory Committee Minutes
 - 1. Minutes of each advisory committee shall be kept and the approved minutes are to be forwarded promptly by the staff liaison to the Board of Education and Superintendent.

2. The staff liaison will arrange to have the advisory committee's approved minutes posted on BoardDocs.

II. Standing Advisory Committees to the Board of Education

- A. The following committees are designated as standing advisory committees to the Board of Education:

1. Budget Advocacy and Review Advisory Committee
2. Calendar Advisory Committee
3. County Citizens' Advisory Council
4. District Technology Planning Advisory Committee
5. Ethics Advisory Panel
6. Facilities and Enrollment Advisory Committee
7. Family Life Advisory Committee
8. Finance and Audit Review Advisory Committee
9. Safe Schools Committee

- III. Administrative regulations will be developed to serve as general guidelines for all advisory committees to the Board of Education.

Policy adopted: July 6, 1999. Revised: November 21, 2006. Amended: January 3, 2012.
Amended: December 4, 2013.
Board of Education of Washington County

ADVISORY COMMITTEES TO THE BOARD OF EDUCATION

- I. Purpose of Advisory Committees to the Board of Education
 - A. An advisory committee is a duly established body composed of representative membership, which is charged with the execution of specific educational tasks for the purpose of rendering advice and recommendations to the Board of Education based upon what is in the best overall interest of students and the mission of the school system.
 - B. At the time of its establishment, and as the need arises, an advisory committee will be given a specific written charge stating its purpose, authority, duration, and other conditions governing its function.
- II. Appointment to Advisory Committee and Selection of Chairperson
 - A. The Board of Education will announce openings on advisory committees to the Board of Education and utilize internal and external communications in an effort to seek candidates for such openings.
 - B. Interested candidates must complete applications to be considered for an appointment to an advisory committee.
 - C. The Superintendent will recommend to the Board of Education qualified candidates for appointment to an advisory committee.
 - D. Candidates are selected for appointment to an advisory committee by the Board of Education.
 - E. The Board of Education shall, at its discretion, select the chairperson; in the absence of such selection, the advisory committee shall select the chairperson from among its members. In the event of a vacancy in the position of chairperson, the appointment will be made by the Board of Education.
- III. Composition of Advisory Committee to the Board of Education
 - A. The composition of an advisory committee shall vary according to its charge. Potential members should possess three minimum characteristics:
 1. Be knowledgeable about the issue under consideration by virtue of training or experience;
 2. Possess the time and the interest necessary for regular participation throughout the assignment; and
 3. Typify a significant aspect or point-of-view on the issue.
 - B. Advisory committees created for general matters should have predominantly lay representation; advisory bodies established for technical matters may have predominantly professional representatives.
 - C. The broader the charge, the broader should be the representations of the advisory body.
 - D. The size of the advisory committee should be commensurate with the charge.
- IV. Term of Office – Standing Advisory Committee and Ad Hoc Advisory Committee
 - A. Standing Advisory Committee – In the case of standing advisory committees, the terms of office of individual members end on the date specified when they are appointed; the life of the advisory committee itself continues until the appointing authority determines that its charge is accomplished.

- B. Ad Hoc Committee to the Board – The term of office of the ad hoc advisory committee should be clearly delineated in the charge, allowing adequate time for the orderly execution of the charge. Normally, the term of office of the ad hoc advisory committee expires with the acceptance of the report by the Board of Education unless duly extended.
- C. In the event a member of a standing advisory committee or an ad hoc committee files for elective office, the Ethics Advisory Panel will be requested to review the matter to determine whether the member's continuation on the committee constitutes a conflict of interest.

V. Functions of Advisory Committee

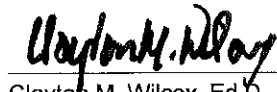
The three functions that are common to all advisory committees, which are to be exercised in accordance with the committee's charge, are as follows:

- A. Finding facts
- B. Deriving conclusions
- C. Presenting recommendations

VI. General Operating Procedures

- A. Each advisory committee shall meet within 30 days of formal establishment. The time, place, and manner of such meetings shall be determined by the rules of the advisory body or by the committee chairperson in accordance with the charge.
- B. Meetings shall be open to the public except when confidentiality is required and are to be held in Washington County Public Schools facilities or other public institutions.
- C. If a committee member misses any two of the most recent three committee meetings, his/her membership is subject to automatic termination. The Board of Education may, upon a showing of good cause, waive the automatic termination of such committee member.
- D. Each advisory committee shall be provided with a school system staff member who will serve as liaison to the committee. Subject to prior written approval of the Superintendent, the committee liaison may authorize the services of such professional, technical, and clerical personnel as are necessary to carry out the committee's charge.
- E. The Board of Education policy on advisory committees to the Board of Education and these Administrative Regulations shall be provided to each advisory committee member appointed by the Board of Education.

Approved*:



Clayton M. Wilcox, Ed.D.
Superintendent
Date: November 15, 2013

*The approval of this administrative regulation also includes the approval of Exhibits BDF-E(1) – (9), which are a part of this administrative regulation.

Regulation adopted: November 21, 2006. Revised: February 6, 2007. Revised: March 20, 2012. Amended: November 15, 2013.
Washington County Board of Education

FACILITIES AND ENROLLMENT ADVISORY COMMITTEE**STATEMENT OF PURPOSE**

To involve the public in the resolution of facilities and enrollment issues, the Board of Education has created a standing Board of Education advisory committee, known as the Facilities and Enrollment Advisory Committee ("Committee"). The Committee shall be comprised of representative parents, businesspersons, and community leaders who are interested in studying facilities and enrollment issues. The Facilities and Enrollment Advisory Committee serves as an advisory committee to the Board of Education.

THE CHARGE TO THE FACILITIES AND ENROLLMENT ADVISORY COMMITTEE

1. Review enrollment data and facilities usage information to make recommendations on the most efficient and educationally effective use of school facilities.
2. Review enrollment projections, county population data, and facilities capacity information to determine areas of potential overcrowding in the county school system.
3. When charged by the Board of Education, develop a proposal to implement the required changes to school attendance zones in accordance with the guidelines established in Board of Education Administrative Regulation JCA-R.

MEMBERSHIP SPECIFICATIONS

The members of the Facilities and Enrollment Committee shall be appointed by the Board of Education. Membership on the Facilities and Enrollment Committee shall be limited to no less than seven (7) members, and shall not exceed 20 members of the community. Membership must also include a minimum of one (1) citizen resident adult with residence in each of the geographically defined high school attendance zones. An individual's geographical residency and community involvement will also be considered when making appointments to the Committee.

OPERATIONS SPECIFICATIONS

1. The Committee will report to the Board of Education when requested.
2. The reports to the Board of Education shall focus on the following criteria of review if appropriate:
 - a. Findings on areas of potential overcrowding.
 - b. Recommendations on school facilities usage as related to daily operational use by students and staff.
 - c. Recommendations on any attendance area adjustments.
3. The Director of Facilities Planning & Development or his/her designee shall serve as liaison to the Committee.

Exhibit adopted: September 7, 1999. Amended: February 4, 2003. Revised: November 21, 2006. Revised: March 20, 2012.

Washington County Public Schools