

# Long Range Facilities Planning Committee Meeting

Tuesday, December 6, 2016

## Meeting Minutes # 3

### Bunker Hill Elementary School

**Attendees** Dr. Scott Muri, Jennifer Blaine, Linda Buchman, Karen Wilson, Travis Stanford, Kris Drosche, David Vesling, Ken English with AECOM, Susan Zoller with MGT, Jennifer Henrikson and Kimberly Bow with Stantec Architects, Facility Committee Members (please see attached list)

**Welcome** Jennifer Blaine welcomed the group, made introductions, reiterated the objectives outlined in the charge for the Long Range Facility Committee members. District initiatives were reviewed with an emphasis on the Educational Suitability portion. Reminded committee members of the time frame the committee will have to be presented with the facility data; learn how it was collected and formulate a packaged recommendation to present to the Board of Trustees in May.

**Review** Travis Stanford reviewed the information that was presented in the previous meeting regarding the physical aspect of the facility assessment noted that this evening will focus on the educational suitability portion of the facility assessment and reviewed the charge of the committee.

#### **Stantec Presentation – SBISD Educational Specifications**

Jennifer Henrikson and Kimberly Bow presented the Educational Specification project that is currently underway in the district. Project goals, timeline, outcome, milestone activities, current status and the organization as well as the presentation of the deliverable document were presented and discussed.

**Q** During the content development meetings, are the elementary school playground areas taken into consideration?

**A** *Yes, playing fields and covered play areas are included.*

**Q** How is the design tested?

**A** *Through collaboration with District champions and their designees for all of the disciplines, basic guidelines were determined that would allow flexibility, personalized learning, necessary tools i.e. furniture in which the student desk or work space is separated from the chair as well as adhere to TEA and congruent with the District mission. However, the educational specifications will not designate*

*specific furniture. There will be general guidelines to follow.*

**Q** What about flexible seating? Ergo stools? Task chairs?

**A** *There is room for flexibility. The guidelines are general; to allow for various types of seating that works best for the learners.*

**Q** What about the visual/performing arts? Did you meet with representatives from those departments?

**A** *Yes, we have and are currently meeting with district department heads from each discipline and special programs. It is our understanding that those individuals seek recommendations from the primary and secondary level department chairperson as to the needs and standards.*

**Q** Do you compare your information to other area districts?

**A** *Yes, we brought in external educational specifications from Fort Bend and Alvin for comparison.*

## **Campus Tour**

Committee members were divided into three groups, given a list of systems (document attached) to assess along with a rating rubric. Travis Stanford, David Vesling and Kris Drosche each led a group on a campus tour to view and assess four areas of the campus. These areas included an original restroom, a new restroom addition, a classroom, and an art room.

## **AECOM/MGT Presentation**

Susan Zoller with MGT presented areas addressed during an educational suitability assessment i.e. learning environment, size, location and storage and fixed equipment as well as how the assessments are scored. Preliminary findings from the educational suitability assessment were presented for the model assessment campuses: Terrace Elementary School, Memorial Middle School and Spring Woods High School. It was noted that the scores had not been calculated as of this date.

## **Question & Answer**

**Q** Are lockers mandatory in high schools?

**A** *No*

**Q** Are specific tools used for the assessment? i.e. decibel scales?

**A** *No, the observations and findings are somewhat subjective but rated according to excellent, good, fair, poor and/or unsatisfactory according to the standards.*

**Q** Is there any difference in assessing middle schools?

**A** *In general, we address the same content areas but will have more electives and CTE at the middle school and high school levels to assess.*

**Q** How are T-Buildings assessed?

**A** *Usually if a campus has a t-building or t-buildings, it is due to being overcrowded or something is being repaired or replaced in the building classroom. It should be used for a temporary fix and not a permanent space.*

**Q** In reference to the Memorial Middle School clinic, the nurse can't conduct a vision test if a student is on the clinic bed? Will this be addressed?

**A** *Yes, this will be assessed according to the standards i.e. two beds for a middle school clinic and 4 beds for a high school clinic.*

Jennifer Blaine and Travis Stanford proposed to the committee members a change in two of the upcoming committee dates. Will spread the dates to once a month with the final meeting being held in May to allow the committee an appropriate amount of time to receive and digest the large amount of data that will be presented. This will help ensure that the recommendation presented will have the full support of the committee.

**Q** Will this push back the date for the recommendation to the Board of Trustees?

**A** *No, by March, we should have preliminary findings to present to allow the opportunity to receive the information in small portions.*

**Q** Many student events occur in the month of May and since this will be the last committee meeting and we will be finalizing our recommendation, can we be cognizant of the meeting date chosen to ensure that we are not holding the meeting during a time that might conflict with campus events, i.e. awards, etc . . . ? I realize that may be a difficult task but wanted to be respectful of the events as well.

**A**     *Yes, that is a good point. We will look into this and do our best to schedule the final meeting so it does not conflict with current campus events.*

Committee was thanked for attending and reminded that feedback is always welcome and if there are questions, comments and/or concerns before the next meeting, encouraged to call or send an email.

**Next meeting scheduled for Wednesday, January 18<sup>th</sup> at Northbrook High School in the Commons area.**

Geoffrey Baring	Ainsworth Barnes	Raymorris Barnes
Melanie Bash	Ami Bessette	Carter Breed
Zeke Coleman	Peter DallePezze	Matt Daniel
Frazier Dealy	Mano DeAyala	Teresa Dolan
Chip Dudley	Darlene Evans	Pam Ferworn
Esperanza Garcia	Britt Gardner	Peter Gilmore
Lewis Gissel	Pam Goodson	Kathy Goss
Sarah Guerrero	Kirk Guilanshah	Jeanine Piskurich
Karen Heeth	Paige Hershey	Mary Hoffman
Jed Howard	Bill Jensen	Karen Justl
Patricia Kassir	Greg Kieschnick	Scott LeMaire
Jacob Lipp	Sasha Luther	Charlene Mahaley
Alec Miller	Brian Muecke	John Murphy
Jen Perroni	Jarrett Price	Veno Rau
Shirley Rouse	Chuck Russell	Wayne Schaper, Sr.
Steven Simmons	David Slattery	Robye Snyder
Amanda Tysor	Lisa Weir	John Wright