

New Hartford Utilization Timeline StatusTracking		
TASK	START	END
Initiation		
SP+A Award Kick Off	12/16/25	12/16/25
Retrieve school construction drawings, reports and documentation	12/22/25	12/22/25
Kick-off with MP Planning	1/8/26	1/8/26
BOE Meeting – select Task Force	1/15/26	1/15/26
Kick-off with Task Force	1/22/26	1/22/26
Task Force to define goals	1/22/26	2/11/26
Facility Conditions		
School floor plan documentation	12/22/25	1/15/26
A/E Site Visit – Bakerville & New Hartford	1/16/26	1/16/26
A/E Site Visit – Ann Antolini	1/21/26	1/21/26
Develop narratives and Estimates	1/21/26	2/25/26
Presentation (tentative range)	3/2/26	3/11/26
Enrollment & Projections		
Obtain School Enrollment Data	1/12/26	2/2/26
Obtain Town Development Data	1/17/26	2/7/26
Evaluation and analysis	2/8/26	3/10/26
Presentation (tentative range)	3/23/26	4/8/26
Programming & Capacity		
Meet with Principals – review existing	2/2/26	2/6/26
Benchmarking with state & design standards/ recommendations	2/6/26	2/20/26
Meet with Admin Team – review program goals & objectives	2/23/26	3/9/26
Incorporate enrollment projections into capacity equations	3/10/26	3/24/26
Presentation – tentative existing program, goals & capacity following Enrollment Projections	3/23/26	4/8/26
Refine program based on any new configurations during Master Plan options		
Master Planning		
SP+A present initial concepts for discussion and refinement	4/9/26	4/22/26
Develop viable concepts further based on Task Force meetings	4/23/26	5/13/26
Gather feedback (community meetings, surveys, presentations TBD)	5/12/26	5/27/26
Refine options - recommend to narrow down to 1-3 options	5/27/26	6/8/26
Presentation - tentative	6/10/26	
SP+A to develop a book of all documentation	6/10/26	8/9/26