

Strategy Name: - Linear and Streamlined District

Subcommittee - Facility Master Plan

Date & Time: January 18, 2017 at 1 PM

Team Members:

Name	Org	Position	Email	Invited (Required or Optional)	Attended (X if Yes)
Sean Christiansen	Capital	School Board	sean.christiansen1@verizon.net		Y
Dr. Dan Shelton	Capital	Superintendent	dan.shelton@capital.k12.de.us		Y
Dr. Sylvia Henderson	Capital	Assistant Superintendent	sylvia.henderson@capital.k12.de.us		
Sean Sokolowski	Capital	Chief Financial Officer	sean.sokolowski@capital.k12.de.us		Y
Elliot Hardin	Capital	Supervisor of Buildings and Grounds	elliot.hardin@capital.k12.de.us		Y
Dennis Hallock, Sr.	Community	Parent	dennis.hallock@capital.k12.de.us		Y
John Marinucci	DSBA	Executive Director	jwmarinucci@edsba.org		Y
Ben Wells	Capital	Supervisor of Technology	ben.wells@capital.k12.de.us		Y
Toriano Giddens	Capital	Principal, WHMS	toriano.giddens@capital.k12.de.us		Y
Charles Sheppard	Capital	Principal, Towne Point	charles.sheppard@capital.k12.de.us		Y
Donna McGee	Capital	Teacher, CEA	donna.mcgee@capital.k12.de.us		Y
Jerry Doherty	EDiS	EDis	jdoherty@ediscompany.com		
Carl Krienen	ABHA	Architect	ckrienen@abha.com		Y
Bryan Williams	ABHA	Architect	bwilliams@abha.com		
Dick Scrafford	Citizen	Community, Construction	dick.scrufford@verizon.net		Y
James Pennewell	DOE	Facilities	james.pennewell@doe.k12.de.us		Y
Rob Belfiore	EDiS	Construction	rbelfiore@ediscompany.com		
Jim Trower	Capital	Child Nutrition	James.Trower@capital.k12.de.us		Y
Bruce Ashby	Capital	Transportation	bruce.ashby@capital.k12.de.us		

Discussion:

Topic	Discussion/Status (Bullet topics for agenda. Revise based on actual conversation for minutes)	Action(s)	Assigned to
Review Purpose and Intent of Core Team	- Development of Facility Master Plan		
Presentation of Initial Planning Diagrams	- Facility options as discussed previously and modified in e-mail. Some discussion over e-mail has taken place. - Discussion of Middle School Options - Discussion of ECC options - Do we want to grow into ECC - Discussion of Schools we need to protect - BTW - Historic and Renovation - KCCS Main - Renovation - Central - Historic and Renovation - Hartly - Historic -		
Discussion of Public Communication Plan	Method and timeframe for public presentation of options - Staff - Discussion on the number of Plans to present: - Same presentation for both - Do the staff in afternoon and public in evening - Discuss Considerations - District Equity - Consistent approaches to Early Childhood education - Building condition evaluation - Historic significance - Previous renovations - Geography - Educational Best practices - Opportunities for Programs - Current Perceptions - Staff certifications - - Give 2 alternate options		

	- Have 'experts' at the different options during the intro portions - Clearly articulate what they represent - Conceptual, not designs yet - Take concept feedback - Collect written - What concept did you see that liked and what about it did you like? - What concept did you not like and what was it you did not like? - What additional concepts did you expect to see? - Give open forum		
Discussion of Public Input	- DOE present for technical assistance - Will require redistricting		
Round Table			
Next Steps/ Next Meeting	- Next Board Update 2/17		
Closing/ Review Action Items			