Middle School Facilities Advisory Committee
Minutes – October 17, 2013

Present: Catriona Sangster, Chair; Sandy Prince, Superintendent; Donn Davis, Assistant Superintendent; Bill Hansen, Director of Facilities; Kate Brix, School Board; Marge Govoni, School Board; Michelle Jordan, Windham Resident; Tammy Hamilton, Raymond Resident; Jennifer Moore, Raymond Resident; Dave Nadeau, Windham Resident; Randy Crockett, Principal – JSMS; Charlie Haddock, Principal – WMS.

Introductions were made and Catriona read the Middle School Advisory Committee's Charge:

> *To investigate and consider additions and/or renovations to the current middle schools (Jordan-Small Middle School in Raymond and Windham Middle School in Windham) that would support high-performing middle-level educational programming in our two communities. Further, to investigate and compare any proposed changes to the existing middle schools to that of a new, consolidated middle school that supports high-performing middle-level educational programming in an efficient and cost effective manner.*

This Advisory Committee will be looking at both buildings – making an assessment of needs – looking at new construction and other options – doing cost analysis. We will also be looking at how the educational programming will be affected.

Time commitment for members of the Committee is once a month and we agreed to meet on the third Thursday of the month. Dates for the next few meetings are: November 21; December 19; January 16; and February 27.

The Advisory Committee has been authorized by the School Board to make a recommendation(s) to the School Board that supports high-performing middle-level educational programming in an efficient and cost-effective manner in the late winter early spring of 2014. The School Board will take the recommendation(s) under advisement and determine "next steps" beyond the advisory committee's recommendation(s).

It is likely that the Committee will have sub-committees as we move forward with our assessment of needs.

Catriona gave an overview of the status of past District facilities initiatives leading to the current charge from the Board to this Committee. A lot of the work that was previously done will be helpful to us. There are also studies that have been done that will inform our work. The RSU #14 two middle schools are the oldest buildings in the District and need the most work. The State put us very low on the list when we applied for funding for a new middle school as there were districts with more urgent needs. We are now at a point where we really need to do something about our middle schools.

Michelle asked if we move ahead, will we be taking into account the effect on the other schools in the District. Yes, we will. Will we be looking at other information on the buildings other than capacity? Yes.

We had a short discussion on enrollment predictions from consultants and using our own predictions based on our enrollment history.

We agreed that this will be tough work for us as it can get emotional. We need to be sure to broaden our perspective and think about <u>all</u> students in the District. We will continue to get input from experts so we can make informed and educated decisions.

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Kate asked what/how will we communicate and how often. We will send out on ListServes and put in the local papers that we have formed this committee and what the charge is. It was agreed that we need to do a lot of communications to the public and we will use the schools' *Eagle News*; the local paper *Eagle News*; the Town cable stations; any other avenues that we can come up with.

Dave asked "What does 'operating at capacity' mean? A certain percentage?

Donn told us that the answer wasn't what we necessarily wanted to hear. Capacity is ruled by certain laws with what the State allows. We still have the responsibility of money. The State only approves what is in front of them and don't let us build for the future. We need to educate the public that if a certain thing isn't done, this is what it will cost – using different scenarios that we find as we move forward.

Rather than writing paragraphs when communicating with the public, we will use bullets to update them. This format will be easier for them to read and still give them information they need. The public will be given the opportunity to ask questions as we move forward by contacting Donn Davis at ddavis@rsu14.org

It was decided that Jennifer Moore and Michelle Jordan will be Co-Vice Chairs. Subsequent to the meeting Kate Brix, School Board Member, agreed to serve as Chair of the Communication Sub-committee of this group and Tammy Hamilton agreed to serve on the subcommittee.

The agenda for the next meeting will include:

- Site walks as a Committee so everyone sees the same things. We'll ask Gary Harriman, RSU #14 Videographer, if he can video some things also.
- Sharing data
- Communication piece in the classroom
- Setting the next agenda