

February 11, 2009
Southern Cayuga Central School District
King & King Project #09-44-3916
Facilities Planning Committee – Meeting #3
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Attending:	Leonard Jordan	BOE
	Ted Rejman	BOE
	Dean Winspear	BOE
	Mary Kay Worth	Administration
	Martha Stevermer	Administration
	Luke Carnicelli	Administration
	Pat Reilley	Administration
	Mary Lou Cronin	Administration
	Anita Furness	Faculty
	Kathy Mahaney	Faculty
	Cathy Murray	Faculty
	Becky Davis	Faculty
	Chris Clapper	Faculty
	Maureen Holmes	Faculty
	June Janssen	Support Staff
	John Nedza	Support Staff
	Mary Burns	Support Staff
	Cheryl Jackson	Support Staff
	Pam Hamel	Community
	Peggy Bradley	Community (withdrew 12/9/08)
	Robb Jetty	Community
	Phil Donovan	Community
	Charles Pearson	Community
	Jack Rejman	Community
	John Schmitt	Community
	Jason Benedict	King & King, Architects LLP
	Jim King	King & King, Architects LLP

The purpose of this meeting was to continue the Facilities Planning Committee discussions. The following meeting minutes reflect comments and tasks associated with the agenda items discussed at the 2/11/09 meeting.

A. WHERE ARE WE TO DATE?

1. K&K handed out a graphic (see attached) that described the various tasks that need to be completed by the Facilities Planning committee. The graphic indicates the tasks that are assumed to be complete by the end of the 2/11/09 meeting (shaded areas).

B. ENROLLMENT PROJECTION STUDY:

1. Based on the consensus of the committee, the recommended enrollment projections are to be based on Dr. Paul Seversky's "**Base High Range plus AIS**" calculation (see Enrollment Projection Study for enrollment per grade level).
 - As discussed by the committee, this enrollment projection calculation allows for future enrollment growth. Also, it allows for negotiation with the NY State Education Department (SED), should SED determine the enrollment projections to be too high of a projection.

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C. GRADE CONFIGURATION:

1. Committee discussed the “ideal” grade configuration for Southern Cayuga CSD. Based on the consensus of the committee, two options are to remain until further information is received: Option A – Pk-4, 5-8, 9-12 and Option B – PK-5, 6-8, 9-12. The following are comments stated by the committee:
 - Committee stated “middle level education” is important. It provides more connections between students & faculty.
 - Committee stated limiting transitions of students is a critical component to grade configurations. “Looping” could solve this issue.
 - Committee stated transportation is a current concern (K-5).
 - Committee stated the importance of looking at global education systems for guidance to “ideal” grade configurations. Based on research, grade levels may or may not be important. (Note: Unlike other countries, US educates all students and is required to meet specific state/federal mandates.
 - Committee requested the pro’s & con’s of past grade configurations at SCCSD... What worked and why? What didn’t work and why? *In response to the question, administration presented discipline data for middle school/high school that indicated decrease in number of disciplinary actions and school achievement data (NYS School Report Cards) indicates SCCS is meeting or exceeding adequate yearly progress, except in a sub group of special education students. This is being addressed.*
 - Committee stated either of the two proposed grade configurations could work in one or two facilities. If there were only one facility, it is feasible to develop grade level “houses” which define each grade.

D. EDUCATIONAL DELIVERY:

1. K&K handed out a copy of the “Educational Mapping Tool” survey that was distributed to staff & faculty to complete.
 - All committee members are welcome to complete and return to K&K (return by 2/13/09).
 - Faculty & staff have completed the survey (per grade level). All surveys are being forwarded to K&K. Once K&K receives the survey’s all responses will be tabulated and presented at the next committee meeting.
 - The charge for the committee will be to prioritize the results and recommend specific educational delivery strategies. These strategies will be incorporated into the resulting design option(s).

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E. SPACE UTILIZATION:

1. Mary Kay presented a preliminary “space utilization” summary to the committee. The spreadsheet indicated current education spaces (@ Poplar Ridge Facility) and the current usage per class period. (Note: Emily Howland’s current space utilization is readily identifiable on the floors plans provided to committee members.)
2. K&K is to incorporate this space utilization information into the “space programming” analysis.

F. HOMEWORK:

1. Mapping Tool Survey – In progress. K&K to tabulate results.
2. Space Programming – K&K to present preliminary space programming analysis to committee @ next meeting.
3. Building Aid Units (BAU’s) – K&K to present preliminary rated capacity to committee @ next meeting.

G. QUESTIONS:

1. How will the proposed Federal Stimulus Package affect the project? (*Response – Based on the latest stimulus package presented to the senate which eliminated most (all) of the educational incentives. Until specific information is given by NY State, assume no changes to current state aid.*)
2. Should the committee consider Gov. Patterson’s district “consolidation” plan? (*Response – Until further information is known (i.e. timing, etc), the recommendation is for the committee to continue with the planning process. Assuming school district’s are forced into consolidation the planning will go beyond the charge of the Facilities Committee and alternative planning will be required by the Administration & BOE.*)

H. NEXT MEETING:

1. Next meeting: **Wednesday, February 25, 2009** from 6:30 - 8:30 pm at Poplar Ridge (Jr./Sr. HS).

I. TOUR:

1. General observations discussed on the tour of the Emily Howland Elementary (limited to the interior):
 - a. Administration/staff stated there have been additional programs introduced to the facility (i.e. “Head Start Program (full day PreK program).
 - b. Administration/staff stated many spaces have been relocated due to the closing of the modular classrooms. This has lead to courses be held in less than ideal spaces (i.e. science, music, art, etc)

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- c. Administration/staff stated modular classrooms have been closed due to consolidation. The intent is to conserve energy and maximize efficiency.
- d. Administration/staff stated there is no longer space for parent/teacher and/or teacher conference rooms due to the consolidation.
- e. K&K observed existing toilet rooms and plumbing fixtures to be non-ADA compliant. In general, the various building elevations result in poor ADA accessibility (especially the south wing). Also noted, was non- ADA compliant door hardware.
- f. K&K observed many issues with the existing gymnasium including but not limited to, bleacher is disrepair, finishes & equipment need to be upgraded, wall padding, acoustics, etc.
- G. K&K observed many original finishes (i.e. carpet, floor tiles, ceiling tiles, etc.) in disrepair.
- H. K&K observed many original mechanical, electrical, and plumbing systems that will need to be removed and replaced.
- I. There is a new communication (telephones in each classroom & specific offices) & security systems (cameras) installed in the building (EXCEL) project.
- J. K&K observed deterioration in the exterior wall panel (window wall) system. Staff stated they have issues with drafts, water leaks, etc.
- K. K&K noted the roof to be in good condition but reaching the end of its useful life (20 years). This was noted in a previous site visit,

Please review the above notes and advise of any corrections or additions within five days of receipt.

KING & KING, Architects LLP

Jason Benedict

cc: All Committee Members