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CONNECTICUT
June 9 2014 AT 1:30 AM/PM
Reshita Blair
EAST LYME TOWN CLERK

East Lyme Board of Education
East Lyme Elementary Schools Design Steering Committee Meeting
June 4, 2014

MINUTES

Members Present: Linda Anania, John Arnold, Candice Carlson, Melissa DeLoreto, Gil Gallant, Tim Hagen, Don Meltabarger, David Miko, Ray O'Connor, Brian Reas, John Rhodes, Dr. John Whritner, Al Jacunski from Jacunski Humes Architects, LLC

Members Absent: Dr. James Lombardo, Rob Kupis

The meeting began at 4:00 p.m. at Flanders Elementary School, Media Center

Update from Administration Regarding the First Draft of the Educational Specifications: Brian Reas distributed a roster of past meeting dates and events of the ELPS Facilities Vision Committee and ELPS Design Steering Committee for review. Mr. Reas and the elementary principals have met regarding their individual educational specifications and have each done a site visit at Waterford Schools. In addition, each elementary school principal is obtaining input from their teaching staff on ideas for the specifications. A draft of the educational specifications will be shared with the Design Committee the end of June. Al Jacunski would like a list of conceptual attributes from both staff and administration as soon as possible, not August or September.

Demographic Study Feedback: Tim Hagen and Brian Reas talked to Dr. Chung from H. G. Planning Demographer and Dr. Kennedy from NESDEC regarding a demographic study. Both organizations are very qualified and the cost to perform the demographic study would be \$14,000.00 from H.G. Planning Demographer and \$6,240.00 from NESDEC. H. G. Planning Demographer would start their study from raw data where as NESDEC currently maintains a demographic database dating back to 1963. The Design Committee will recommend to the Board of Education at their June 9, 2014 meeting to contract NESDEC to perform a total demographic study to include Pre-K and to also include an interim report with projected figures and a final report with October 1, 2014 enrollment figures for a total cost of \$6,240.00.

Presentation of Conceptual Frameworks: Al Jacunski distributed the June 4, 2014 Design Concept Report which included:

- Concept A
 - One School on New Site
 - Most Cost Effective Option
- Concept B
 - One School with Addition to Existing School (Flanders and Haynes)
 - Most Cost Effective Option
- Concept C1
 - Two Schools – Renovate Flanders and Haynes
 - Moderate Cost Effective Option
- Concept C2
 - Two Schools – Renovate Flanders and Niantic Center
 - Less Cost Effective Option

- Concept C3
 - Two Schools– Renovate Haynes and Niantic Center
 - Moderately Cost Effective Option
- Concept D
 - Three Schools – Renovate Flanders, Haynes and Niantic Center
 - Least Cost Effective Option

Topics of discussion regarding the above concepts included:

- Possible qualification for additional reimbursement from the State of CT if we renovate as new
- One building would be more cost effective to operate and maintain
- It is important to first select the educational model that is best for our students
- Essential for students to maintain connections with staff and their peers in a small environment
- Consider best option for the community use of our elementary facilities
- Equity between multiple facilities

Al Jacunski will provide the Design Committee with comparative conceptual numbers for the next Design Committee meeting. The Design Committee will capture the pro’s and con’s for each concept at its next meeting in preparation for future presentations to the Board of Education, staff and the community.

Community Forum Content and Planning: In September, the Design Committee will hold individual forms at each elementary school to present to staff and community the progress to date. When the dates of the forums are finalized they will be advertised on the website, newsletter and Channel 22. The possibility of using Survey Monkey for community feedback was discussed.

Other: Al Jacunski noted that that if the final decision is to renovate existing buildings, the Design Committee should contact our State Representative about our eligibility for additional reimbursement with a Space Standard Waiver. The Space Standard Waiver cannot be initiated until the design project has been submitted to the State.

Next Meeting: The next Design Committee meeting is scheduled for Tuesday, June 17, 2014 at 4:00 p.m. in the Library Media Center at Niantic Center School.

Respectfully Submitted,

Timothy Hagen
 Timothy Hagen, Ph.D.
 BOE Chair

Brian Reas
 Assistant Superintendent for
 Special Education and Pupil Personnel