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# STEERING COMMITTEE MEETING REPORT NO. 1 January 6, 2020

Williamsport Area School District
District Wide Facility Study
CRA Project No. 3340

On the above date a meeting was held at the Administrative offices of the Williamsport Area School District for the purpose of reviewing the district wide facility study. The below represents the writers understanding of the pertinent issues and items of discussion at the Design Conference.

## Introductions/Background

1. Members of the steering committee introduced themselves.
2. Dr. Bowers discussed the background of the facility study process and aspects of his 2016 Superintendent entry plan.
    a. Prioritize educational needs for improvements
    b. Equitable investments in buildings
    c. Administrative oversight of needs and improvements
    d. Facility study of buildings, uses, and needed upgrades
    e. Improve delivery of buildings & grounds projects.
3. It was noted the last district wide facility study was completed in 2008.
4. The purpose of the steering committee was reviewed.
    a. Work with the District in an advisory capacity to improve out educational environment for our students
    b. Gather input from and serve as a liaison to the community
    c. Provide feedback to the District from the community
    d. Guide recommendations of the facility study

## Introductions/Background

1. CRA gave an overview of the facility study process.
2. Define goals
    a. Involves administration, public, and school board
    b. Establish guiding principles
3. Gather information
    a. Assemble existing documents
    b. Conduct building surveys
    c. Document the educational program
    d. Collect enrollment data
    e. Discuss budget constraints
4. Analyze data & Determine Need
    a. Evaluate adequacy of building spaces to meet educational program
    b. Determine capacities of existing buildings
    c. Document required facility improvement upgrades
    d. Develop enrollment projections
    e. Prioritize needs
5. Develop Options

    a. Create facility improvement options to meet the established facility, educational and capacity needs
    b. Develop costs for each option (capital improvement and district operational)
6. Develop Recommendations
    a. Create final district wide facility study report
    b. Evaluate options against guiding principles
    c. Engage public for input
    d. Final decision by board of school directors.
7. The timeline was reviewed. The design team and administration have been gathering information this past fall.
    a. January-February timeframe - the information gathered will be analyzed and needs determined.
    b. February-March timeframe - options will be developed based on the established needs
    c. April-May timeframe - the public will be engaged, and the District will make a decision on the option(s) to move forward with.

## Guiding Principles

1. The purpose of Guiding Principles was reviewed.
    a. Establish goals and objectives for facility improvement options to meet.
    b. Set criteria at the beginning of a study to aid in establishing need.
    c. Serve as an evaluation tool at the completion of the study to weigh different options against.
    d. Guiding principles should address programmatic, operational, and cultural ideologies.

2. An exercise was conducted to start the formation of guiding principles. Steering committee members when completing the statement "Our school will…". The below items were created by the group.

### FACILITY ENVIRONMENT

1. Allow for expanded technology – Integration Grades k-12
2. Our schools will operate smoothly and not constantly in a manner of putting out fires
3. Our school will strive to maintain / enhance facilities with the latest technological advances to help in educating a variety of students
4. Our schools will be modern, open, welcoming and accessible
5. Be comfortable for everyone
6. Our schools will be accessible to all, be flexible in use and space
7. Climate controlled
8. Will be efficient and cost effective to maintain to enhance the learning opportunities offered to our students.
9. Bright
10. Clean
11. Open space
12. Inviting and safe
13. Have state of the art technology
14. Be welcoming
15. Consider aesthetics and not only function
16. Be modern and up to date

17. Be accessible to all kids
18. Updated athletic facilities
19. CTC experiences
20. Energy efficient
21. Accessible to all students
22. Energy efficient with reimagined spaces
23. Clean / easy to keep clean
24. Safe
25. A place where students and teachers are proud to be
26. A comfortable temperature

## COST

1. Cost efficient
2. Provide the most efficient use of tax payer dollars in planning development
3. Cost within the financial restraints of our community
4. Provide education to all student of all abilities in facilities within close proximity to their homes
5. Something my children will remember fondly

## LEARNING ENVIRONMENT

1. Provide adequate space for all type of learning
2. Be able to provide technology within each school that encourages "growth"
3. 21st Century learning opportunities
4. Our schools will be bright, open, creative, learning space that encourage / support inquiry / innovation
5. Allow teachers and staff to cultivate effective learning environments
6. Inspire an appreciation for learning
7. Provide diverse opportunities / spaces for learning to occur
8. Provide good educational space
9. Clean updated learning environments
10. Promote a positive learning environment
11. Empower good decision making
12. Embrace diversity
13. Our schools will be conducive to educating
14. Conducive to learning
15. Our schools will celebrate diversity in all areas – academic, social, cultural
16. Enhance the educational program to meet the 21st century learning needs of our students
17. Contain modern facilities to house innovative programs and serve students across the entire range of needs and abilities
18. Promote persistent pursuit of performance
19. Provide an outstanding learning environment for all students
20. Reflect a commitment to providing high quality education to our students in safe and effective spaces
21. Foster and encourage the need for the arts (music, visual arts, drama, plays, digital arts)
22. Our schools will be innovative centers that provide an environment conducive to strong academic learning and instruction
23. Offer varied learning opportunities
24. Strong STEM education
25. Our schools will incorporate technology in a user-friendly way

26. Bright and engaging classrooms
27. Our schools will maintain classrooms that are optimal for student learning
28. Provide support to teachers who are faced with teaching many levels / behaviors of students within a single classroom
29. Incubate creativity and innovative learning
30. Meet the needs of all learners
31. Able to flexibly adapt to change in demographics
32. Will support the educational program and extracurricular opportunities for our students

## PREPARED FOR THE FUTURE

1. Our schools will all prepare our children for gainful employment for the rest of their lives
2. Our schools will provide all students the opportunity to be productive citizens in our community
3. Prepare our students for graduation either thru CTE, college prep or job ready
4. Develop the foundational level of citizenship
5. Anticipate challenges decades away, not simply solve the struggle of 2020

## SAFETY & SECURITY

1. Be safe
2. Be safe and secure
3. Secure and safe for students and staff
4. Safe for students and staff
5. Provide a safe learning environment for all students

## CAPACITY

1. Equitable class sizes with like optional class spaces
2. Not be overcrowded
3. Not overcrowded
4. Keep class size especially at primary and intermediate levels at lowest level feasible

## COMMUNITY

1. Provide equitable access to neighborhood schools
2. Be a facility for not only the students but for the whole community to utilize and take advantage of, in a positive way
3. Operated in a way that adequately serves the needs of a diverse community
4. Community builders
5. Serve the best interests of our community's children
6. Inspire a sense of community pride
7. Be beacons for bringing the community together for positive community development
8. Will be accessible to the community
9. Open and inviting locations for family and community
10. Foster a connection to the community our students are from
11. Neighborhood focused
12. Be connected to the community
13. Be part of neighborhood flourishing
14. Be intended to be a durable and aesthetically pleasing component of community infrastructure
15. Be neighborhood schools as much as possible
16. Operate as efficient and modern spaces that promote a sense of pride in the community

## MISCELLANEOUS

1. Within grade levels be / provide a consistent instruction
2. Provide same "education" as "Stevens as Jackson as Curtin" while looking at the different demographics of the students / needs
3. Balance home and "school" need of our students and staff
4. Safe to be different and unique
5. Make Loyalsock jealous
6. Serve as a bridge between history / traditions and the future

A discussion was held with the group on some of the comments. The following pertinent items were noted:

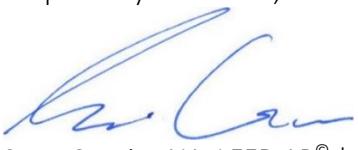
1. There should be equity amongst school buildings not only from an educational standpoint, but also from an aesthetics point of view and facility condition.
2. Safety and security should be a high priority.
3. The learning environment should be flexible and be able to adapt in changes to the educational program (be able to adapt to education for jobs that do not even exist yet).
4. Schools should be a center of the community and a place that brings everyone together.
5. Neighborhood school should be maintained (as a school or other function) as part as the fabric of the community. They act as hubs and identity for the surrounding neighborhood (cultural centers).
6. District buildings should reflect the values of the school district and portray history and tradition.
7. The overall aesthetic of the building in the district needs to be improved and instill a better first impression and environment where children want to learn.
8. Schools should be accessible to all students.

## Meeting Conclusion

1. At the conclusion of the meeting it was noted that there will be more need identified than the district has the capacity financially to address.
2. The group was asked to individually rate the condition of the district buildings on a scale of 0-10 with 0 being the facilities are in ideal condition and no improvements are needed, to 10 being the district buildings are in awful condition and need drastic improvements. The ratings varied from 6 at the lowest to 8 at the highest. The average rating of all responses was 7.

The preceding constitutes the authors understanding of the pertinent items discussed at the meeting. Any meeting attendees who take exception to any statement in this report shall notify the writer, within seven (7) days from the date of receipt of this report for modification and re-issuance.

Respectfully submitted,



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