

**CCPS Redistricting and School Closing Committee
Meeting Minutes—(Approved 4/12/18)**

March 28, 2018

Charles I. Ecker Board Room, 125 N. Court Street, Westminster, MD 21157

Committee Members Present:	Dr. David Lever, Michael Hardesty, Raymond Prokop, Jon Weetman, Robert McCarthy, Steve Aquino, Rita Misra, Vaughn Paylor, Margaret Pfaff, Rosemary Kitzinger, Denise Beaver
CCPS Support Staff Present:	William Caine
Recording Secretary:	Kim Gold

The meeting was called to order at 5:33pm.

Dr. Lever had the committee members introduce themselves and state their titles. The minutes from last meeting, Wednesday, March 7, 2018 were approved. Vaughn Paylor motioned for the approval and the motion was seconded by Jon Weetman.

Dr. Lever discussed the proposed meeting schedule (attachment #1). The schedule was modified and then accepted by all the committee members for the month of April to strike the Wednesday, April 4 meeting and to include meetings on Thursday, April 12, Thursday, April 19, and Thursday, April 26. Dr. Lever will work with Anita Stubenrauch to set up a survey to solidify all future dates.

The committee discussed the different topics for each meeting and agreed that it would be necessary to hold a public hearing after the committee has come to their recommendations before they take those recommendations to the board in September. The committee agreed that it will reconvene after the public hearing to assess the community input. This change will be reflected in a revised meeting schedule. There may be a need for another meeting between the proposed August 23 meeting and the September 12 Board of Education meeting.

The committee expressed the need for a public email address that could receive comments and concerns from the community for the committee then be able to review. Dr. Lever will work with Technology Services to create a public email address.

Dr. Lever discussed the location of future committee meetings. It was mentioned that it might be beneficial to have some of the meetings at schools for walk-thrus. The public hearings could take place at specific schools after a walk-thru.

Mike Hardesty offered a school bus to the committee so they could tour the different schools in the county on a date other than those already listed on the proposed meeting schedule. Dr. Lever suggested visiting representative schools to help narrow the list of schools versus trying to visit all 44 schools. Raymond Prokop said that his department could generate a list of the types of programs offered in each school and the actual physical set up/infrastructure of the schools. This item was tabled until a list of representative schools could be identified in the coming weeks, based on the discussions of the committee.

Dr. Lever referred the committee to the Proposed Subcommittees document (attachment #2) to get feedback on the topics listed. The topics included Educational Models (grade configuration), School Boundaries and Closures, and Capital Programs (funding and finance). The conversation regarding the subcommittees was tabled because the committee determined it was necessary to first clarify/solidify their mission statement before determining which committees should be formed and what topics those committees should research.

Dr. Lever reviewed the Proposed Rules of Order document (attachment #3) highlighting some areas regarding public participation, recording of meetings, and the need for a co-facilitator in the case of his absence. A motion to approve these rules was put forth by Jon Weetman and seconded by Steve Aquino.

Dr. Lever discussed the suggested Informational Presentation topics (attachment #4) to the committee and asked for feedback. Vaughn Paylor suggested looking at other counties and what they have done in similar situations and the results they have seen. After a group discussion, Dr. Lever said he would condense the topics and create a schedule which he would then send out to all committee members to review. At that time it would need to be determined which CCPS staff members or others would research and present on each of the topics.

Dr. Lever facilitated a conversation about the RSCC Mission Statement. He read his proposed mission statement (attachment #5) to the committee and a discussion ensued. It was concluded that the mission statement should remain as written with the exception of a change to the first line. It would read "The mission of the RSCC is to recommend options consistent with a facilities management process that will support high quality, modern and equitable school facilities, instructional excellence, operational efficiencies, and the flexibility to respond to changes in student enrollments and demographics without loss of educational quality." Dr. Lever also proposed that "instructional excellence" should be placed as the first item after "that will support". All committee members agreed to these changes and finalized the mission statement.

After finalizing the mission statement, the conversation reverted back to the topics of interest for presentations and it was decided that school security would be removed from the list since there is another committee currently working on those issues. Since Raymond Prokop and Michael Hardesty are on that committee as well, they will keep each committee informed.

There was discussion about the question raised at the previous meeting by Mr. McCarthy, "What is the problem we are trying to solve?" Dr. Lever will send out the list of all the problems, in no specific order, that were listed so that they can be reviewed, edited, added to, etc. and there will be a discussion next meeting in order to prioritize the problem areas.

William Caine presented on Enrollment Projections, Facility Utilization and Feeder Patterns (see attachment #6 and the power point presentation).

It was determined, after the presentation, that all committee members need copies of the school utilization document as a reference for their binders. It is currently available on SharePoint site but Jennifer Kahney will make copies for all members for next meeting.

Dr. Lever also decided that future meetings will be held for 2 ½ hours.

Dr. Lever will send out a summary of the points discussed at tonight's meeting to all committee members.

The next meeting is scheduled for Thursday, April 12, 2018 at 5:30 p.m.

With no further discussion, the meeting adjourned at 8:30 p.m.