

**Avon Grove School District**

**Meeting Agenda  
April 25, 2017  
7:00pm - 9:00pm**

**Meeting Purpose:** The purpose of this meeting is to have the FIG reconvene to debrief from district and site visits. After debriefing, the group will begin the work of completing a decision matrix that will prioritize the needs of each building to contribute to an overall facilities plan.

**Guiding Questions:**

1. Where are we now, and where are we heading?
2. Where do we want to go from here?
3. How do we get there?
4. What are the key features of the educational specifications that will be evaluated as part of the logic matrix?

**Attendees:**

**Facilitator(s):** Dan Carsley, Chris Marchese, Kalia Reynolds

**Meeting Objectives:**

1. Debrief from district and site visits
2. Revisit Norms
3. Review guiding questions and comments
4. Decision Matrix
5. Outline features to be used for each school in the Decision Matrix

**Considerations / Follow-Up:**

- Developed Norms
- Educational Specifications:
  - Instructional Areas: General and Special Education
    - Classrooms
    - Labs
    - Collaborative Spaces
    - Technology
  - Student Services
    - Nurse's Suite
    - Guidance Suite
    - Main Office
  - Building Operations
    - HVAC
    - Plumbing
    - Roofing
  - Communal Spaces
    - Auditorium
    - Cafeteria
    - Gymnasium
    - Athletic Fields
- Decision Matrix

**Schedule:**

Time	Minutes	Activity
7:00	20	Debrief - Feedback from District and Site Visit Tours - Dan
7:20	15	Review Team Norms : Reinforce Group Dynamics - Kalia Present Decision Matrix & Feature Category Ideas - Chris Reference Email Questions/Concerns - Dan
7:35	50	The Guiding Question: <b>What are the key features of the educational specifications that will be evaluated as part of the logic matrix?</b> FIG will work in groups of 3 (3-4 Table Groups) to develop list of 20-30 features to be used for all buildings - Kalia (Poster Paper)
8:25	5	Summarize and Overview for Next Meeting - Dan & Chris
8:30		Dismiss: Next Meeting -

# MEETING MINUTES

## Facilities Input Group (FIG) at TCHS Pennock's Bridge Campus

Date	Start	End	Next Meeting	Next Time	Prepared by
4/25/2017	7:00PM	9:15PM	MAY 18, 2017	7:00PM	M. O'Hara

<b>Attended by:</b>				
Robert Ruddy	Rich Eagles	Ed Farina	Dr. Marchese	
Bob Weidenmuller	John Auerbach	Jeff Billig	Dan Carsley	
Nicole Morley	Neil Huber	Matt Crockett	Dr. Reynolds	
Carolyn Hammerschmidt				
<b>Public:</b>				
7 members of the public were in attendance				

Summary of the Meeting
<b>Opening and Current Meeting Agenda</b>
<p>Dan Carsley welcomed everyone back to the FIG forum, after 2 months of tours in the West Chester, Upper Dublin, and Great Valley School Districts in February and March 2017. Mr. Carsley advised the agenda will cover:</p> <ul style="list-style-type: none"> <li>- Group feedback from both internal and external tours</li> <li>- Dr. Reynolds - Revisit Working Norms</li> <li>- Comments/questions from group</li> <li>- Dr. Marchese - Introduction to Decision Matrix</li> </ul>

FEB – MAR 2017 TOUR FEEDBACK
<p>Internal: Bob Ruddy completed a daytime tour of the HS, and was impressed with how good AG programs are, and how well our teachers are at delivering the curriculum. Rich Eagles noted AG has great teachers doing their best; facilities poor to OK.</p> <p>External: General view of Upper Dublin was over the top, more space than AG would need. West Chester new build and renovation both done well. Great Valley renovation has not held up well. Notably larger tax base in West Chester; Avon Grove focus should be on increasing business and community support.</p>

WORKING NORMS

Dr. Kalia Reynolds provided a review of the Working Norms established at the June 2016 FIG meeting. Dr. Reynolds noted the importance of returning to the Norms, as group priority has shifted, and cohesiveness of group should be maintained as we move through the working sessions and decision-making process.

#### **GROUP DISCUSSION / DECISION MATRIX**

Dr. Marchese introduced the Decision Matrix process, and the group discussed the steps needed to gather data for consideration. Dr. Marchese and Dr. Reynolds gathered positive and negative feedback on features the group deems important to consider and focus on. This data will be used to format the Matrix Survey for each FIG member to rate in importance. The survey results will be shared and reviewed at the next FIG meeting.

#### **Upcoming Meetings**

Our next meeting will be held on Thursday, May 18, 2017 at the High School Library Media Center at 7:00PM.

#### **Schedule**

<del>August 9, 2016</del>	<del>PLE Tour</del>	Completed
<del>September 13, 2016</del>	<del>AGI Tour</del>	Completed
<del>October 11, 2016</del>	<del>FSEMS Tour</del>	Completed
<del>November 7, 2016</del>	<del>HS Tour</del>	<del>Rescheduled to November 9 – 10, 2016</del> Completed
<del>January 10, 2017</del>	<del>Financials</del>	Completed
<del>February 18, 2017</del>	<del>West Chester Area SD Tours</del>	Completed
<del>March 4, 2017</del>	<del>Upper Dublin &amp; Great Valley SD High School Tours</del>	Completed
<del>April 25, 2017</del>	<del>TCHS Pennock's Bridge Tour &amp; Work Session</del>	Completed
May 18, 2017	Work Session	
June 6, 2017	Work Session	
August 8, 2017	Work Session	
September 12, 2017	Presentation of FIG recommendation to AG School Board of Directors	