**Yellow Springs Schools: School Facilities Task Force**

**Graham Conference Room in Mills Lawn School**

**June 19, 2019 6-8 PM**

**Operating Rules We Follow**

* Keep the best interest of the students and teachers of Yellow Springs Schools AND the best interest of the Yellow Springs community in mind.
	+ Best for today and for the long term.
* Welcome everyone’s ideas.
	+ Listen to find the value in what others are saying.
* Participate actively, and honestly share your perspective.
* Disagree without being disagreeable.
* Use headlines.
* Logistics: arrive on time, cell phones off, come prepared.

**Preparation**

Review the spreadsheets that identify the problems that Fanning Howey found, their estimate of the cost to fix, and their recommendation for the priority of each. There is a spreadsheet for MLS and another for the middle and high schools. Each spreadsheet has a summary page and a page for each of the critical areas they investigated: architecture (called building in the presentation), HVAC and plumbing, electrical, technology, and site.  Each page is actually pretty easy to read through if you look at it section by section.  It is overwhelming if you look at the whole page, especially on the arch page.  As you read, please consider:

1. What questions do you have? For example, I can't tell if all of the plumbing improvements they suggest really address the problem of sewage backing up and unwillingness for students to use the restrooms at the MS/HS. I want to ask FH if their recommendations will address these problems. (Or maybe Mike can tell us)
2. Is there anything missing that you can identify? For example, the arch page in the MS/HS spreadsheet does address the modular.  There is nothing about the modular mentioned (that I found) in the MLS spreadsheet
3. Do you agree with the priorities? Is there anything you would move earlier or later?

This is a huge task and it is unlikely that we will get through both spreadsheets in one evening.  Therefore I recommend we start with the MS/HS first because we have Desiree, Julia, and Ian who are living in the building and able to provide a voice of experience.  Please concentrate your efforts before June 19 on understanding the MS/HS spreadsheet.

**Agenda**

| **Topic** | **Outcome** | **Time** |
| --- | --- | --- |
| Welcome –Mel | Understand plan for the evening | 6:00-6:05 |
| David Roach Perspective  | Understand a different view on problems and possible solutions | 6:05-6:50 |
| Guiding Principles - all | Agree on principles we will use in making our decisions* Build on our discussion from the last meeting
 | 6:505-7:00 |
| Feedback from Board - all | Review the board response to our questions.* Are there any open questions?
 | 7:00-7:05 |
| Improve the proposed overall work flow - all | * See next page
* Agree on the overall steps we will follow to complete our work
 | 7:05-7:10 |
| Group discussion – about MS/HS recommendations - all | * Identify open questions
* Identify our priorities for the MS/HS
* Note: this may continue to next meeting
 | 7:10-7:50 |
| Commentary from ex officio members | Opportunity for ex officio members to provide guidance | 7:50-7:55 |
| Next Steps - Mel | Identify what must happen before the next meeting | 7:55-8:00 |

**Current Meeting dates:**

1. **July 3**
2. **July 17**
3. **July 31**
4. **August 21** – Should we cancel this meeting because of beginning of school?
5. **August 28**
6. **September 4**
7. **September 18**
8. **September 19**

Proposed Flow of our work

1. (In process now) We need to understand the recommendations.  What are all of the problems that have been identified?
2. 2. Develop our perspective on the priorities. From all of the recommendations, what problems do we believe are the most important to address now?
3. Prepare for community meetings to share the problems to be addressed. We need consistent approaches and we need to reach out broadly to the community.
	1. Agree on how we share what we have learned and what we believe the priorities are. How do we distill all of what we learned into an understandable story?
	2. Agree on the approaches to reach out to the community - venues, groups, times, anything that will help us get broad community perspective.
	3. Agree on how we will listen and capture the community members' perspective.  We have to be clear to the community that we are hearing what they say.
	4. We had mentioned last night that we might want to invite respected community members and influencers to help us with the community engagement.
4. Conduct the public meetings
5. Consolidate what we have heard from all of the meetings.
6. Discuss what we heard so that we understand and agree on what is most important to most people
7. Develop our recommendations for what improvements should be done. What improvements at what possible cost? If possible, these should provide options the community members can consider.
8. Prepare for second round of community meetings to share our recommended improvements - consistent information, consistent way to capture input, and as broadly as the first round.
9. Consolidate what we heard.
10. Discuss what we heard so that we understand what is most important to the most people.
11. Adjust our recommendations based on what we heard.
12. If necessary - may need one more touch with the community, with adjustment to our recommendations based on what we hear.
13. Present recommendations to the board.