Meeting Minutes

New Paltz CSD: Comprehensive Facilities Master Plan
Stakeholder Group: Parents and Facility Use

Meeting Date/Time: October 26, 2010
Meeting Location: New Paltz High School
CSArch Project #: 105-10-03
Attending: Marc LaBrosse, Facility Use
Ed Burke, Facility Use
Andy Cymbal, Facility Use
Ed Mannix, Facility Use/Parent
Linda Geary, Parent
Tanya Marquette
Nikki Nielson, Parent
Beth Barry, Parent
Kevin Barry, Parent
David Dukler, Parent
Tricia Bowen, Parent
Jenifer Munger, Parent
Donna Mannix, Parent
John O’Conner, Parent
Suzan Holt, Parent
Elise Gold, Parent
Michael Domitrovits, Parent
Robert Bard, Parent
Eleanor Wolfe, Parent
Tom Ritzenthaler, CSArch
Timothy Sample, CSArch

General Items:

1. CSArch gave a PowerPoint presentation describing the New Paltz Central School District’s Educational Master Plan and how the Comprehensive Facilities Master Planning process is related. The presentation outlined the following:
   b. The mission, vision, guiding principles and educational standards were defined and outlined in the Educational Master Plan. The Educational Master Plan is available from the district website at www.newpaltz.k12.ny.us.
   c. There are seven educational standards, three of which are relevant to the Comprehensive Facilities Master Plan, standard 4.0 Learning Environment and standards 6.0 and 7.0 Resources.
   d. The Action Plan for Comprehensive Facilities Planning (as included within the district’s Educational Master Plan) defines the time frame, district responsibilities, evidence of achievement, needs statement, the SMART goal (to bring the district to or close to the criteria in the evidence of
achievement, the strategies/activities to attain goal, responsibilities, timelines and evidence of effectiveness.

e. Comprehensive Facilities Planning Process: Meeting Organization Structure between Stakeholder Groups, the Facility Advisory Committee (FAC), CSArch, and the Board of Education.

f. Community Involvement by participation in one or more of the 8 Stakeholder Groups identified.

g. How the Stakeholder Groups are structured, their relationship to the Facility Advisory Committee, anticipated schedule of meetings, and charge from the Board of Education.

h. Role of the Input Committees.

i. The Facility Advisory Committee structure, anticipated schedule and charge by the Board of Education.

j. CSArch’s role in the facilitation of the Stakeholder and Facility Advisory Committee meetings, completion of the Building Condition Survey, and evaluation of other data from the Input Committees.

k. Communication mediums to be utilized during the Comprehensive Master Planning process including mailer/handouts, press releases, the district’s website, e-news/e-mails, online surveys, and PSA announcements.

l. The anticipated schedule for Community, Stakeholder and Facility Advisory Committee meetings.

2. Questions and comments from the community members included:

a. Can anyone go to the Stakeholder Group meetings? We encourage those considering participation as a Stakeholder to sign-up in advance so we can properly alert all Stakeholder members to any change in meeting time and/or place.

b. An audience member asked if there was any way they can get a list of who is on the Board’s Facility Committee?

c. Has there been a previous five year plan and if so can that be put on the website? CSArch to confirm the previous five year plan and investigate if it can be placed on the website.

d. Can the previous Building Conditions Survey that can be put on the website? CSArch to confirm the previous Building Condition Survey and investigate if it can be placed on the website.

e. An audience member inquired why there are organizations included in the Stakeholders meetings if they do not have proper representation or lack of representation?

f. Participants inquired what the Board does with the data from the Building Conditions Survey in November?

g. An audience member inquired what was the benefit or detriment to having SUNY in the area for the school district?

h. Concern was raised as to whether an 18 year payback for green design was efficient.

i. An audience member inquired if there are any goals or projections for Smart systems/Energy Managers being implemented into this process?

j. Is there any historical information on what has been spent in the last 5 to 10 years on Operational/Maintenance and Capital work and if so can this be placed on the website? CSArch to investigate information and investigate if it can be placed on the website.

k. Concern was expressed that there has not been sufficient notification to the public of this process. The MAP 4 Our Schools website has been up since Sept 13, 2010 and the deadline to sign up for the Stakeholder Groups has been extended until the date of the first meeting of each Stakeholder Group.
l. An audience member inquired if the Building Conditions Survey has been completed and will it be the basis of the community visioning. CSArch explained that the Building Conditions Survey is in the process of being completed and that information will be made available to the public as well as to the Stakeholder Groups. This information is only part of the whole process and really is a reference tool for the Stakeholder Groups and Facility Advisory Committee.

m. It was asked if the district’s Comprehensive Education Plan could be placed on the website. There is a link on the district’s website, www.newpaltz.k12.ny.us, to the 2010 Educational Master Plan.

n. Audience members inquired if there is anyone that comes into the district to handle only the critical failures concerning the Building Conditions Survey. CSArch explained that there is not one particular group that does this, and that the Building Conditions Survey is a collective of all the information gathered from the schools in the district.

o. Audience members asked for clarification on who can be elected a representative. Anyone can be a member of any Stakeholder Group, yet only a District property owner and taxpayer can be on the Facility Advisory Committee.

p. Audience members asked how the representative will be selected from each Stakeholder Group to form the Facility Advisory Committee. The interested and eligible people from each Stakeholder Group will elect from each group one individual to best represent that Stakeholder Group.

3. The next Stakeholder Meeting is scheduled for Monday, December 6 at 7 pm at the New Paltz High School Auditorium. A second meeting is also being offered for Wednesday, December 8 at 7 pm at the New Paltz High School Auditorium. These meetings will both provide all Stakeholders with an opportunity to discuss the findings of the Building Conditions Surveys.

This concludes the items discussed and concerns expressed. Please sign up for one of the stakeholder groups by visiting the MAP 4 Our Schools link at www.newpaltz.k12.ny.us.

Thank you.

Sincerely,

Timothy Sample

Cc: File