



Architect's Meeting Notes

Middletown Public Schools – Core Committee: Meeting #2

Middletown's Educational Future - A Strategy for Change

Fielding Nair International/Litman Architecture

December 19, 2006

ATTENDANCE

Core Committee Members

Ned Draper	School Committee
Rosemarie Kraeger	Superintendent
Joe Maruszczak	Assistant Superintendent
Linda Savastano.....	Technology Director
Cathy McLeish	Business Manager
Edward Collins.....	Director of Facilities Management
Jay Litman, AIA.....	Architect
Dr. Frank Locker.....	Fielding Nair International
Jason Boone.....	Fielding Nair International



OVERVIEW

The main theme of this meeting was to review the draft EFEI evaluations to the Core Committee. Over the last month the FNI team visited all the Middletown Public Schools several times, interviewing principals and teachers and extensively photographing all school facilities. From this exploration draft evaluations were prepared for each school using the FNI Educational Facilities Effectiveness Instrument. We reviewed the evaluation process as presented Gaudet Middle School in draft form for in-depth discussion. Committee members were asked Core Committee members to enter their weighting of the 33 EFEI Educational Patterns on charts tacked up on the front wall. The committee was then divided into smaller workgroups to review the initial results and make adjustments.

SUMMARY

2.01 Rosemarie Kraeger made some opening remarks and introduced a few new members.

- 2.01 The members of the Core Committee reintroduced themselves followed by several questions by members of the Committee regarding objectives for this study and projected schedules. Rosemarie, Frank and Jay attempted to answer these questions. One key question centered on whether this study was duplicating the effort put into a facilities study completed in the past few years. It was clarified that this is a completely different type of study centering on the effectiveness of the Middletown School facilities to deliver educational services to our children. This study is in fact complimentary to the previous building facility study.
- 2.03 Jay review the FNI team activities over the last month and explained the methodology used in gathering data.
- 2.04 Prior to the start of the meeting Committee members were asked to take their Educational Pattern Weighting form and enter their weighting data onto the charts posted in the room. At this point in the meeting Frank Locker led the group discussion, explaining how we will be attempting to discover which patterns take top priority in the Middletown Community.
- 2.05 The Core Committee was then broken into several work groups. Each group reviewed several of the patterns and adjusted the initial weighted averages up or down. Afterwards we asked each member to take a revised sheet of weighted averages home and resubmit to the FNI team via e-mail over the holidays for a final adjustment. We will review these results at the beginning of the January 29th Core Committee meeting.
- 2.06 A draft PowerPoint presentation of the EFEI Evaluation of Gaudet Middle School was presented to the Committee to give everyone an idea of the basic structure of these evaluations and to discuss the raw scores for each school. More complete evaluations will be presented at the next meeting in January.
- 2.07 Finally we discussed the upcoming team tasks scheduled for January and to review possible short term building changes that could take place at several of the schools so that demonstration learning environments can be created for review and evaluation.

The above meeting minutes have been recorded as understood by this writer. Clarifications or omissions should be sent to Litman Architecture within five (5) days of receipt. Unless notified otherwise, these minutes will be considered accurate as written and distributed in this form to all parties.

Respectfully submitted,

Jay Litman, AIA

Principal – Litman Architecture
Fielding Nair International Team Member

cc: Attendees
Members of the Leadership Committee
Members of the Core Committee