



## MEETING SUMMARY

### High School Project Weekly Meeting

### Monday, February 10, 2020

#### ATTENDEES

Present	Name	Title/Department	Organization
	Dr. Gregory Hutchings	Superintendent	ACPS
Y	Dr. Stephen Wilkins	Chief Human Resources Officer	ACPS
	Dr. Terri Mozingo	Chief Academic Officer	ACPS
Y	Dr. Gerald Mann	Exe. Director, Secondary Ed.	ACPS
Y	Dr. Tricia Jacobs	CTE, Coordinator	ACPS
Y	Sarah Whelan	Curriculum, Design & Services	ACPS
Y	Mignon Anthony	Chief Operating Officer	ACPS
Y	Erika Gulick	Director of Capital Programs, Planning & Design	ACPS
Y	Dawud Abdur-Rahman	Project Director	ACPS
	Helen Lloyd	Director of Communications	ACPS
Y	Tiffany Pache	Communications	ACPS
	Kurt Huffman	Director, Schools, Business and Community Partnerships	ACPS
Y	Jack Browand	Division Chief, Recreation, Parks & Cultural Activities	Alexandria City
Y	Megan Oleynik	Urban Planner, Transportation and Environmental Services	Alexandria City
Y	Dirk Geratz	Principal Planner	Alexandria City
Y	Katherine Carraway	Urban Planner, Planning and Zoning	Alexandria City
Y	Madeeha Jauhar	Public Relations Specialist	DP Consultants
Y	Diane Pratt	Principal	DP Consultants
Y	Kaitlyn Laurel	Graduate Intern	Gtown University
	Tim Mazzucca	Assistant Director	Savills
	Rick Barnett	Executive Managing Director	Savills
Y	Camilo Bearman	Senior Design Architect	Stantec
	Joan Glynn	Senior Principal	Stantec
	Derk Jeffrey	Senior Principal	Stantec
	Robert Schiesel	Project Manager - Transportation	Gorove/Slade

Team/Work Lane	Agreements, Significant Comments and/or Issues
<b>Educational Design Team</b>	<p>The Team was updated on the EDT's plan for a field trip to the Academies of Loudoun on February 11, 2020. An EDT meeting will follow the site visit.</p> <p>The Team was provided a recap of the February 7 meeting with Dr. Mozingo. The meeting focused on reviewing the comments and feedback from the January 8 Research Panel. The discussion stemmed around the key short-term and long-term takeaways and implications for the EDT.</p>

## THE HIGH SCHOOL PROJECT MEETING SUMMARY

<b>Industry Advisory Boards</b>	On February 13, Dr. Jacobs, D. Abdur-Rahman and M. Jauhar will have a work session on IAB scope of work and reporting templates.
<b>Development Planning/ Assessment</b>	<p>The Team was sent the information package with the January 16 test fits and were asked to provide their feedback by the end of the week. The High School Project will be on the agenda for the bi-weekly City of Alexandria/ACPS coordination meeting. The agenda items for discussion include how funding will be allocated for the fields and co-located services.</p> <p>The Team was updated on the February 7 meeting with RPCA to narrow the Minnie Howard interim fields. RPCA will add the field dimensions and the sports programs played there. The Team will reach out to James Parker to confirm if the interim fields meet ACPS requirements.</p>
<b>Stakeholder Outreach and Community Engagement</b>	The Team will create a graphic to show the different lanes of work and when various stakeholders will be engaged to solicit comments, feedback and share information. City partners were asked to provide feedback on the Stakeholder Matrix shared during the January 29 PZ/ACPS bi-weekly coordination meeting.
<b>Execution</b>	The Team continues to work on the solicitation for A/E services for the Minnie Howard Campus redevelopment.

### ACTION ITEMS/WORK IN PROGRESS

DELIVERABLES	ACCOUNTABLE	DUE DATE	STATUS/COMMENTS
Project Updates on Webpage	THSP Team/H. Lloyd/T. Pache	Ongoing	Regular as required following a meeting or event
Feedback on Minnie Howard, Initial Programming/Test Fits	ACPS Team	January 24	Underway
Feb 20 School Board Memo to Dr. Hutchings	D. Abdur-Rahman/M. Jauhar	Tues, Feb 11	EDT and IAB Update
Feb 20 School Board Memo to Clerk	D. Abdur-Rahman/M. Jauhar	Wed, Feb 12	EDT and IAB Update

### 30 DAY ACTIVITIES & MILESTONES LOOK AHEAD

DATE	NAME	TOPIC	TYPE	STATUS
<b>Tues, Feb 11, 9:00 – 1:00 p.m.</b>	EDT Meeting	Field Trip to Academies of Loudoun	Internal	<b>STATUS:</b> Confirmed
<b>Wed, Feb 12 11:00 a.m. – 12:00 p.m.</b>	PZ/ACPS Bi-Weekly Coordination	TBD	Internal	<b>STATUS:</b> Confirmed
<b>Thurs, Feb 13,</b>	Joint City/ACPS	Scoping Open House	Public	<b>STATUS:</b>

## THE HIGH SCHOOL PROJECT MEETING SUMMARY

<b>6:30 - 8:30 p.m.</b>	Master Plan Open House			Confirmed
<b>Fri, Feb 14, 9 - 10:00 a.m.</b>	Educational Programming & Design	School Opening Task List	Internal	<b>STATUS:</b> Confirmed
<b>Thurs, Feb 20, 7:00 p.m.</b>	School Board Meeting	Board Memo	Public	<b>STATUS:</b> Confirmed
<b>Thurs, Feb 20, 7:00 p.m.</b>	Board Meeting	Board Memo	Public	<b>STATUS:</b> Confirmed
<b>Mon, Feb 24, 6:00 p.m.</b>	City Council/ ACPS Joint Meeting	TBD	Public	<b>STATUS:</b> Confirmed
<b>Wed, Feb 26, 4:00 - 6:00 p.m.</b>	EDT Meeting	Programming Presentation, Ed Specs	Internal	<b>STATUS:</b> Confirmed
<b>Thurs, Mar 5, 7:00 p.m.</b>	School Board Meeting	ED Specs Presentation	Public	<b>STATUS:</b> Pending