

BOARD BRIEF

Date: 12/7/2018

For ACTION _____

For INFORMATION X

Board Agenda: Yes ___

No X

FROM: Helen Lloyd, Director of Communications

THROUGH: Mignon R. Anthony, Chief Operating Officer
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

TO: The Honorable Ramee A. Gentry, Chair, and
Members of the Alexandria City School Board

TOPIC: Patrick Henry School Project Move-in Communication Timeline

SUMMARY: Attached is a communications plan for the final stages of the Patrick Henry Project as the school gets ready to open the new building.

BACKGROUND:

Construction for the new Patrick Henry School is now expected to be complete in late December. Staff will assist with the move from the old building to the new building over the long weekend on January 19-21 to give a full three days to get the school ready before students start classes in the new building. The move will be finalized in the week immediately following the official opening of the school. Students will start classes in the new school building on Tuesday, January 22, 2019. There will be a ribbon cutting/dedication ceremony for the new school building at 9 a.m. on January 24, 2019.

There are many factors involved with the move, including transportation changes, parking changes and the timing of the move itself given weather delays. Attached is an outline of communications planned between November and the end of January 2019 to ensure positive, clear communication to all involved and assist with a smooth move. Please note that this is a living document created with information as it currently stands and there may be adjustments. This communication plan is contingent on the final negotiations and settlement of a weather-related delay request by the contractors, which covers weather-related incidents up to the date on this Board Brief. It does not include delays relating to any other weather incident that may occur in the period between the date of this Board Brief and the projected move-in date.

RECOMMENDATION: The Superintendent recommends the School Board review the communication outline for the new Patrick Henry School.

IMPACT: Ensure positive, clear communication to assist with a smooth move into the new Patrick Henry School in line with Goal 2 of the ACPS 2020 Strategic Plan.

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ATTACHMENTS: Patrick Henry Communications Plan for New School Opening

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