



MEETING MINUTES

High School Project Weekly Meeting

Monday, July 29, 2019

ATTENDEES

Present	Name	Title/Department	Organization
	Dr. Gregory Hutchings	Superintendent	ACPS
Y	Dr. Terri Mozingo	Chief Academic Officer	ACPS
Y	Dr. Gerald Mann	Exe. Director, Secondary Ed.	ACPS
Y	Sarah Whelan	Curriculum, Design & Services	ACPS
Y	Mignon Anthony	Chief Operating Officer	ACPS
	Erika Gulick	Senior Planner	ACPS
Y	Dawud Abdur-Rahman	Project Director	ACPS
	Tiffany Pache	Communications	ACPS
	Kurt Huffman	Director, Schools, Business and Community Partnerships	ACPS
	Charles Stone	Director, Transportation	ACPS
Y	Jack Browand	Division Chief, Recreation, Parks & Cultural Activities	Alexandria City
Y	Megan Oleynik	Urban Planner, Transportation and Environmental Services	Alexandria City
Y	Katherine Carraway	Urban Planner, Planning and Zoning	Alexandria City
Y	Madeeha Jauhar	Public Relations Specialist	DP Consultants
	Diane Pratt	Principal	DP Consultants
Y	Tim Mazzucca	Assistant Director	Savills
	Rick Barnett	Executive Managing Director	Savills
Y	Camilo Bearman	Senior Design Architect	Stantec
Y	Joan Glynn	Senior Principal	Stantec
	Liz Estes	Senior Associate, Environmental Services	Stantec
	Derk Jeffrey	Senior Principal	Stantec
	Haidi Lui	Design Architect	Stantec
	Robert Schiesel	Project Manager - Transportation	Gorove/Slade
	Drew Ackerman	Transportation Planner	Gorove/Slade

Team/Work Lane	Agreements, Significant Comments and/or Issues
Educational Design Team	<p>Dr. Mozingo and Ms. Whelan provided a summary of the July 25 EDT meeting. EDT discussed the programming options and drafted potential designs for a connected high school network and confirmed designs for a 2nd comprehensive high school that would be forwarded for further consideration. The next EDT meeting will be on August 9.</p> <p>Dr. Mozingo informed the team that Dr. John Brown has been commissioned to write the Educational Programming section of the Draft High School Project Assessment Report. He will</p>

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Team/Work Lane	Agreements, Significant Comments and/or Issues
	also provide support to ensure the Development Planning/ Assessment is understandable to the general public.
Industry Advisory Boards	<p>Dr. Mozingo updated the team on the status of potential Industry Advisory Boards (IABs) chairs. Ms. Jennifer Ferrara has been contacted to chair the Business and Government IAB. Team will start scheduling in person meetings with each IAB chair.</p> <p>D. Abdur-Rahman informed the team that a meeting with David Remick, Chair - CTE Advisory Committee, and Dr. Trisha Jacobs has been scheduled for Thursday, August 1.</p>
Development Planning/ Assessment	<p>Stantec informed the team that they will start drafting an Executive Summary of the Draft High School Project Assessment report.</p> <p>Team agreed to have the Executive Summary published before the School Board August 22 work session.</p>
Site Evaluations	D. Abdur-Rahman informed the team that there will be a follow up meeting with Virginia Tech and Potomac Yard developers on August 5, 2019.
Community Engagement	<p>DP Consultants (DPC) shared with the team a summary of last week's outreach with summer school teachers which included 122 ACPS teachers and staff. M. Jauhar will go to James Polk Elementary School on Tuesday July 30 and Patrick Henry K-8 School on July 31.</p> <p>DPC will host a High School Project informational table at Old Town North Farmer's Market on August 1st from 4 – 8 p.m.</p>

ACTION ITEMS/WORK IN PROGRESS

Deliverables	Accountable	Due Date	Status/Comments
IAB Members Recommendations	ACPS Team	8/15/2019	In Process
Draft Education and Human Services IAB Chair Invitation Letter	D. Abdur-Rahman/ DPC	Week of July 29	In Process
IAB Feedback Questions	Dr. Mozingo/Dr. Mann/M. Anthony/ D. Abdur-Rahman	Week of July 29	In process. Will be coordinated with initial meetings with IAB chairs as they are confirmed.

30 DAY ACTIVITIES & MILESTONES LOOK AHEAD

Date	Name	Topic	Type	Status
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Date	Name	Topic	Type	Status
Mon, July 29	Weekly Project Team Meeting	Progress Meeting	Internal	Confirmed
Mon, July 29	Project Team Work Session	Draft DP/EA Public Document Review	Internal	Confirmed
Tues, July 30	Summer School Teachers @ James K. Polk Elementary School	The High School Project Update	Public	Confirmed
Wed, July 31	Summer School Teachers @ Patrick Henry School	The High School Project Update	Public	Confirmed
Thurs, Aug 1 4:00 – 8 p.m.	Old Town North Farmers Market	The High School Project Update	Public	Confirmed SME: Erika Gulick
Mon, Aug 5	Weekly Project Team Meeting	Progress Meeting	Internal	Confirmed
Fri, Aug 9	Educational Design Team Meeting	Consensus Building	Internal	Confirmed
Mon, Aug 12	Weekly Project Team Meeting	Progress Meeting	Internal	Confirmed
Tues, Aug 13	ACPS Senior Leadership Team Brief	Preview of Board Work Session	Internal	Confirmed
Thurs, Aug 15	Educational Design Team Meeting	Review Report Recommendations	Internal	Confirmed
Fri, Aug 16	Publication of Summary Findings	Summary of Draft Report	Public	Confirmed
Mon, Aug 19	Weekly Project Team Meeting	Progress Meeting	Internal	Confirmed
Thurs, Aug 22	School Board Work Session	Development Planning/ Environmental Assessment Public Document Preview	Public	Confirmed
Mon, Aug 26	Weekly Project Team Meeting	Progress Meeting	Internal	Confirmed