

**ADVISORY COUNCIL ON SCHOOL FACILITIES AND CAPITAL PROGRAMS  
MEETING AGENDA**

**March 11, 2019**

**Tour Begins @ 6:30 p.m.**

**Meeting Begins @ 7:00 p.m.**

**Taylor  
Library**

- 1. Welcome - Approve Minutes**
- 2. Capital Project Update (15 min)**
- 3. Liaisons (10 min)**
- 4. Recruitment for IPP Working Group – 2 Candidates (5 min)**
- 5. Debt Capacity Steve Maguire (10 min)**
- 6. Budget Discussion (60 min)**
- 7. Update from subcommittee meeting for Common Space (10 min)**
- 8. Update on AFSAP (10 min)**

**Additional Information**

**Upcoming Work Session Series - Budget  
March 12th, 19th & 26th and April 2nd & 9th**

**Upcoming School Board Meeting – Career Center Update  
Thursday March 14th @ 7:00 p.m.**

**Subcommittee Meeting Thursday March 21, 2019, 6-8:30 p.m. @ Syphax room 452**

**Next FAC @ Discovery Elementary School Monday April 8, 2019**

## ADVISORY COUNCIL ON SCHOOL FACILITIES AND CAPITAL PROGRAMS

### MEETING MINUTES

March 11, 2019

7:00pm

Taylor Elementary School, Library

In attendance: Jeffrey Chambers, Rosa Cheney, Michael DePalma, Michael Freda, John Giambalvo, Reid Goldstein, Lois Koontz, Zachary Larnard, Steven Leutner, Greg Lloyd, Steve Maguire, Miles Mason, Colleen Pickford, Shellie Ramirez, Laura Saul Edwards, Heather Sauve, Stacy Snyder, Lisa Stengle, Lionel White

1. Welcome and Approve Minutes – minutes approved unanimously
2. Liaison Updates –
  - a. Lois Koontz and Steve Leutner, gave an update on a post- BLPC change to the Ed Center drop off parking and bus drop off lane.
    - i. Members gave input suggesting that a previously planned basketball court might be considered for use when drop off is not taking place
3. Capital Project Update –Jeff Chambers
  - a. Jeff gave an update on Capital Projects-Summarized in his memo
4. Recruitment for IPP Working Group
  - a. Steve Leutner and Miles Mason volunteered
5. Debt Capacity- Steve Maguire
  - i. Steve Maguire and John Giambalvo gave an update on a meeting they had with APS staff from Finance and F&O to learn more about the debt management practices of Arlington County and how APS fits in that plan
  - ii. They explained that they asked about the debt service to expenditure ratio and other questions such as:
    1. What other financing options for school construction should APS consider?
    2. How are debt service ratios calculated and how binding is the 10% debt capacity?
  - iii. APS Finance indicated that APS uses information about debt and debt management provided by the County when developing APS budget and both County and APS try to adhere to debt metrics as separate entities.
    1. Both Steve and John would like to take their questions to the County for further investigation/understanding
6. Update from Subcommittee Meeting for Common Space
  - a. The group briefly discussed broad elements of future meetings and members were encouraged to attend the upcoming meeting for deeper discussion
7. Update on AFSAP
  - a. Zach Larnard gave the group a brief update on what staff had been doing regarding the FAC recommendation for an expanded AFSAP. He said that staff was meeting to provide input on our recommendation and that he would send the group an outline when staff input was complete.
8. Budget Discussion

- a. We discussed what issues the FAC would bring up at the upcoming School Board Work Session for Advisory Groups
  - i. MC/MM- One Time Funds- The group discussed this and concluded that we are comfortable as long as the funding remains constant. There was expressed desire to continue to try to include MC/MM funding in the operating budget once revenues increase
  - ii. Given increased enrollment growth we discussed recommending that the SB consider the tax increase rate in relationship to impact on available debt limit in the upcoming CIP given increased need to add capital capacity based on projections.
  - iii. The group discussed in future budget discussions to include a new staff member for Planning and Evaluations given need to plan for new seats and for upcoming boundary changes.
  - iv. All members of the FAC agree with this recommendation
- b. AFSAP Outline Review
  - i. Executive Summary – should be expanded to focus on the broad needs of APS as they align with and/or impact Arlington County planning.
  - ii. APS Capital/Facilities Planning Processes
    - 1. include reference to County planning processes – 2021
    - 2. We need to focus on where the seats are needed. Miles
    - 3. Lois-we also need to focus on what people are interested in (more middle and high school)
    - 4. Steve Leutner – we are giving bonus density for LEED certification and arts, etc, why not award bonus density for community spaces/schools.
  - iii. 10-year enrollment projection process – 2019
  - iv. Past, Present, and Future APS Enrollment - 2019
    - 1. Enrollment and Demographic changes
    - 2. County populations forecasts -
    - 3. Aligning APS projections to County forecasts
    - 4. Other
  - v. Current Conditions
    - 1. Which facilities need a refresh/renew to bring them up to the same standard as the new schools? In addition, what sites can be redeveloped to better use the land?
    - 2. Need to identify swing space through lease
    - 3. Must define space needs and look at what is on the table to help execute on projects to meet those needs
    - 4. With relation to the capacity utilization charts-how else can we visualize seat needs other than the charts?
    - 5. Facilities optimization study should be included and updated every year
    - 6. Room use standards – subcommittee on common spaces has been asked to make a recommendation to the school board about standards for room use (ie for FLES, music, exemplary projects). Should this include ed specs?
    - 7. APS is beginning to look at sq ft per student to assess equity across schools \*Ask Michael about sq ft analysis-does this include rooms w/o windows are they treated differently?

8. The question of equity across PTAs and schools was discussed. Arlington Public Schools could create a foundation which would redistribute
  9. How to integrate instruction and transportation into this document? In advance of the pathways work being completed, how do we integrate the changing face of instruction and instructional needs? i.e. pre-k north of lee highway is not possible to fill students. CTE classes at career center – students are losing a period of school through travel. Students are learning fitness rather than basketball in PE
  10. Transportation – include it
9. Subcommittee meeting on common spaces – next meeting Wednesday February 27, 2019
    - a. They'll be looking at Michael's research on square foot per student and overall common spaces
  10. Miles asks a question about Arlington Tech enrollment numbers
    - a. John provided an update that gave detail around the changes to the planning for the Career Center relative to the overall plan for expanding the high school seats on that site.