

**Wareham School Committee's**  
**MINOT FOREST SCHOOL BUILDING COMMITTEE**

**MEETING MINUTES**

**Wednesday, November 09, 2016, 6 p.m.**

Library, Wareham Middle School

A meeting on the Minot Forest School Building Committee was held on Wednesday, November 09 2016 at 6.00pm in the Wareham Middle School library. See the attached list of attendees.

Superintendent Dr. Kimberly Shaver-hood called the meeting to order at 6.00pm.

**PROJECT UPDATE**

Mr. MacMillan, School Business Manager, provided on the progress on of the District's work to meet the requirements of the 'eligibility period' of the Massachusetts's School Building Authority' core program. The District had submitted the Maintenance and Capital Planning Record. The final requirement was confirmation of the enrollment projection for the new building.

**ENROLLMENT OPTIONS**

Ms. Seamans, Minot Forest Elementary School Principal, submitted a summary of the work and findings of a subcommittee to consider the enrollment projection options. This group had talked to staff and considered a number of different variations to future building configurations, including: combining all grades from Minot Forest and John W Decas Elementary School in to one building or campus, moving Pre-Kindergarten to the High School, combining Grades Pre-K to 5 in one building / two joined buildings etc.

The following points were raised in discussion that followed:

- 'Moving' the John W Decas Elementary School from its current position could be beneficial to the town if the land could be commercialized.
- Moving grade eight to the high school was discussed. However, it was decided that the decision over grade eight should be kept separate from this project.
- There was much discussion in favor of keeping students in the one location for as long as possible – this gave much support to the desire to have both Minot and Decas in one campus.
- Pre-Kindergarten expansion - was there an educational need to expand pre-K and if so how would this be reflected in the future plans for Minot Forest?

- The MSBA provides guidance on size / number of classrooms (and other shared spaces) that are acceptable in an elementary school new build.
- Transportation to the school would be a major consideration, especially if both schools were consolidated on to one campus.

At the conclusion of this discussion there was broad agreement that educational priorities should drive the decisions about buildings and future enrollment configurations.

#### **SUMMARY OF PROPOSED SUBMISSION TO MSBA**

Based on the discussion of the meeting, it was agreed that the district would write to the MSBA in favor of combining grades Pre-K to 4 on one campus (in the current location of Minot Forest Elementary School). Whether this would involve one building or two 'joined' buildings, was left for further discussion.

#### **ANY OTHER BUSINESS**

The importance of communicating the progress of this project with the local community was raised by several of the participants, specifically:

- The need to provide 'real' student numbers and costs as soon as possible.
- The desirability of setting up a Facebook page and / or website.

Both Ms. Seamans and Ms. Veugen stressed their willingness to support the district in communicating to the community.

A further meeting would be arranged once information had been received from the MSBA.

The meeting adjourned at 7:30 p.m.

Submitted by Michael MacMillan, Business Manager

Approved: March 7, 2017