

**NEWBURYPORT SCHOOL COMMITTEE
SUB-COMMITTEE MEETING NOTES**

Sub-Committee: Buildings & Capital
Meeting Date: April 18, 2008
In Attendance: D. Hooper, S. Weaver, G. Bechtel, D. Farrell, K. Lyons
Absent:

(1) Buildings and Capital Vision Survey Review and Revisions

(a) First Draft Content Review

- ▶ Create an introductory paragraph describing why we are conducting this survey – (i.e. we're looking to find out what is important to you in terms of the school buildings in Newburyport)
- ▶ Create sections within the survey with the first section being personal identifiers such as: How long have you lived in Newburyport? Kids in schools? Personal Experience in Schools, Age information of respondent, If no kids in schools...when was last time you were in an elementary/middle school/high school parent, ...
- ▶ Top-level categories on which to solicit opinions.
 - Age range of students in the building (create wording to capture the idea of grouping kids by age to create efficiencies, or to avoid co-mingling children with large age differences)
 - Technology
 - Green/Eco-Friendly/Sustainability
 - Climate/Air Quality
 - Modern Classrooms
 - Security
 - Outdoor Space (athletic fields/playgrounds)
 - Joint Use (Community able to use)
- ▶ Embed in the survey ways to avoid questions that may not be appropriate for one set of respondents but is for others. (e.g. If you are not a parent of a child currently enrolled in Newburyport then skip to the next section...)
- ▶ Create a few questions that address the importance of "civic presence"
- ▶ Create a few questions regarding desires for community uses for the school

(b) Timeline

- ▶ Try to complete this within the next week for distribution to parents through the list-serves as a first step. Later, we will discuss methods to launch the survey to the community at large. Thoughts include: the newspaper, communications referencing the survey web site.
- ▶ Identified the fact that timing to launch the survey to parents should be coordinating well before school is out. Time is not as much of an issue for acquiring community survey responses.

(2) MSBA

- ▶ Our application to the MSBA is still "on hold"

(3) Schedule Visit to Salisbury

- ▶ Kevin will contact administrators at the school to indicate our interest and identify convenient times

(4) Agreed Upon Actions

- (1) Dana to edit first draft of survey and circulate (with in a week)*
- (2) Gordy to write an introductory paragraph for the survey*
- (3) Kevin to make introductory call to Salisbury elementary principal and notify Dana to relay acceptable times for a visit from the Building & Capital subcommittee*