



January 10, 2019

**Brunswick High School Feasibility Study
Frederick County Public Schools**

FS Committee Meeting #01, Rev. 1
G+P Project # 21849

ATTENDEES:

Holly Nelson	FCPS – Facilities Planner	Holly.Nelson@fcps.org
Beth Pasierb	FCPS – Supervisor of Facilities Planning	Beth.Pasierb@fcps.org
Michael Dillman	Principal of Brunswick HS	Michael.Dillman@fcps.org
Brad Ahalt	Senior Project Manager, FCPS Construction	Brad.Ahalt@fcps.org
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Kathleen Schlappal	FCPS - High School Director	Kathleen.Schlappal@fcps.org
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John Roop	FCPS - Maintenance Area Foreman	John.Roop@fcps.org
Melissa Wilfong	G+P	mwilfong@gparch.com
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Scott Eschbach	G+P	seschbach@gparch.com
Gloria Mikolajczyk	School Facilities Architect Supervisor, MSDE	Gloria.Mikolajczyk@maryland.gov

ITEMS DISCUSSED:

1. Team introductions were made establishing the core committee for the Brunswick HS feasibility study process.
2. G+P presented the project overview, design team and schedule. The feasibility study process, steps and deliverables were reviewed.
3. G+P presented the preliminary site analysis and graphic program based on the draft Educational Specifications. The final Ed Specs for Brunswick HS are still in development by FCPS.
4. Space summary developed by FCPS has been reviewed with BHS, including confirmation of CTE programs. Woodworking is not in the new program; automotive, agriculture/animal science, business + finance, food lab + child development are included in the new program.
5. G+P provided an existing floor plan to FCPS and Mr. Dillman for confirmation. Mr. Dillman will markup the existing plan to reflect the current programs in each space and return to G+P.
6. The Design Team is scheduled to begin building and site assessments on January 14, and will continue through that week.
7. G+P posed initial questions to the committee to begin the visioning process. Responses were recorded on notecards and reviewed. The responses and the associated discussion focused on the following general themes for each question:

1. *What one thing would make your new high school a success?*

Themes from responses + discussion:

- Providing a modern facility
- Optimize learning opportunities
- Offer a range of programs to prepare student for success

2. *What is unique about the existing Brunswick High that should be considered in this study?*

Themes from responses + discussion:

- History + legacy
- CTE programs
- The caboose
- Scale and overall feel

3. *What are your hopes + aspirations for this feasibility process?*

Themes from responses + discussion:

- Collaborative process
- Listen to community + stakeholders
- Address the issues identified

The purpose of these notes is to establish a clear understanding of pertinent discussions held during the meeting by those in attendance. These notes are not a transcript of the meeting. Should anyone in attendance take exception to any portion of these notes, notification must be received by Grimm + Parker Architects within 7 days after issuance. If no exceptions are taken, these minutes will stand as part of the formal project record.

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