



**Crabtree, Rohrbaugh & Associates - Architects**

401 East Winding Hill Road  
Mechanicsburg, PA 17055  
Maryland • Pennsylvania • Virginia • West Virginia

**STUDY PROGRESS MEETING REPORT**

December 11, 2018 | 10:00AM

Wilson School District | District-Wide Feasibility Study  
CRA Project No. 3180

In Attendance: E-mail

Wilson School District	
Dr. Richard Faidley	fairic@wilsonsd.org
Dr. Matthew Flannery	flamat@wilsonsd.org
Jeff Simcox	simjef@wilsonsd.org
Christine Schlosman	schchr@wilsonsd.org
Mike Martin	marmic@wilsonsd.org
Karen Troutman	trokar@wilsonsd.org
Mechanical, Plumbing & Electrical Engineer – Barry Isett Engineers	
John Lewis	jlewis@barryisett.com
Architects – Crabtree, Rohrbaugh & Associates	
John Beddia	jbeddia@cra-architects.com
Chris Barnett	cbarnett@cra-architects.com
Leah Shiley	lshiley@cra-architects.com

On December 11, 2018, at 9:00AM a meeting was held at the Wilson School District Administrative Office for the purpose of reviewing the study progress. The below represents the writer’s understanding of the issues and items of discussion at the above Study Progress Meeting.

**Introductions**

Each attendee introduced themselves and reviewed their role in the study. Time was taken by Dr. Faidley to outline some of the goals of the study, which included the following:

- District is taking a comprehensive look at all of the District owned facilities to make long-range decisions.
- Majority of the study will be focusing on the High School current facility and review of the educational program and how to best incorporate a 21<sup>st</sup> century learning environment.
- District requested a monthly communication document be created based on progress of the study and any resulting projects. This document would be provided as part of a Board Update.
- Crabtree, Rohrbaugh & Associates gave a presentation on the Feasibility Study Process.

**Educational Program Discussion**

Other discussion and comments pertaining to including staff and students included the following items:

- John Beddia requested that the District designate a group of teachers and students to be involved in the Visioning Exercise for the study. Dr. Flannery will be contacting these individuals.

## Enrollment/Demographics Discussion

Items pertaining to the enrollment included the following:

- CRA requested actual enrollment from the District, by grade and by building for the last 5 years.

*Writer's Note: the requested information has been received.*

- Discussion on in addition to CRA enrollment projections that will be provided in the study, if there was a need for a more living resource. We discussed a consultant DecisionInsite. CRA can provide a proposal or contact information to the District.
- CRA stated requested the High School principal provide a current use of space floor plan identifying major academic areas. CRA will analysis this to establish the current building capacity.

*Writer's Note: the requested information has been received.*

## MEP Discussion

Items pertaining to the MEP design included the following:

- Jeff provided a brief tour of the High School with Chris and John. CRA/Barry Isett team will be scheduling walk thrus of all of the buildings directly with Jeff.
- CRA and BI will produce a summary report of findings identifying the current condition of all major building systems with preliminary recommendations for necessary upgrades.
- CRA noted code compliance will generate work be required, which will also be noted in the study.

## Next Meetings

- On January 29 at 9:00 AM, a meeting will be held at the District Office to discuss progress with a core group of faculty.
- On February 11 at 4:00 PM, the next regular Facilities Committee Meeting at the Operation Center.

Any authorized persons who take exception to any statement in this report shall notify the writer, within five (5) days from the date of receipt of this report, stating in detail the correction or omission. Otherwise, this report shall be considered correct and final.