

**FPAC New Member Orientation**  
**Gatehouse Administration Center Room 3050/51**  
**August 30, 2021**  
**6:30 PM**

**Agenda**

Welcome and introductions

FPAC

- Members
- Charter
- Operating Procedures
  - Email
  - Meetings
  - Committee work
- Relationship between SB, CPDC, the Superintendent, Staff and FPAC

Resources

- Strategic Facilities Plan
- CIP
- Websites – FPAC, Dashboard
- BoardDocs

Overview of facilities-related processes

- Found in CIP
  - Funding sources (Capital funding from bonds (\$185/yr), O&M in annual budget from BOS, additional maintenance funding from BOS (\$13M/yr), Proffers)
  - Capacity calculations
  - Enrollment projections
  - Boundaries – policies and procedures (Policy 8130.7)
    - Large-scale
    - Expedited – affects <15% of students at sending and receive schools
    - Administrative – affects <5% of students at sending and receiving schools
    - Attendance islands, split feeders
  - Renovation Queue

Miscellaneous

- One Fairfax
- Facilities
  - ES, MS, HS (number and configuration)
  - Trailers and Modulars
- City of Fairfax
- Ed Specs, AAP, SPED, IEP

**FPAC Agenda**  
September 14, 2021  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

Introduction of New FPAC Members:

Chuck Fanshaw: Braddock District (Megan McLaughlin)  
John Keegan: At Large (Rachna Sizemore Heizer)  
Erica Carter: Sully District (Stella Pekarsky)

Election of FPAC Officers for 2021-2022

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Jeff Platenberg, Assistant Superintendent, Facilities and Transportation Services
2. Jessica Gillis, Special Projects Administrator for Facilities and Transportation Planning

**Approval of Meeting Minutes**

June 8, 2021

**Old Business**

**New Business**

FPAC Work Plan for 2021-2022 and committee assignments

2021-2022 FPAC Annual Charge from School Board

1. Continue to develop the long-range vision for FCPS school facilities;
2. Provide further support to facilitate implementation of the accepted FPAC major maintenance and asset management recommendations;
3. Further develop recommendations on facility resiliency, to include accessibility, sustainability, and design justice;
4. Advise and assist with the development and implementation of updated boundary policies and processes and identify any immediate capacity needs at specific schools; and,
5. Assess and evaluate how facility design and construction can become more functional within the classroom walls, incorporate a greater use of outdoor space, and enhance ventilation; and
6. Review and update FPAC's chapter and conduct a self-evaluation of work and process.

Discussion of any other items of interest

**Member Time**

Annual Report Presentation to the School Board

FCPS Boundary Policy Review Webinar

FPAC Virtual Participation Guidelines

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

September 14, 2021

Members of the public are welcome to attend in-person at FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

Name	District	Attended Meeting
Chuck Fanshaw	Braddock	No
Vacant	Dranesville	No
Lauren Magee	Hunter Mill	Yes*
Troy Thompson	Lee	No
Dan Aminoff	Mason/Chair	Yes
Catherine Hosek	Mt. Vernon	Yes
Dan Hogan	Providence	Yes
Kevin Cahill	Springfield	No
Erica Carter	Sully	Yes
John Keegan	At Large	Yes
Carmen Clipper	At Large	Yes*
Angela Smalls	At Large/Vice Chair	Yes
Katie Hermann	City of Fairfax/Secretary	Yes

\*Participated virtually

### Meeting Opening

The virtual FPAC members confirmed their ability to use the Google Meet application, no issues with audio or visual effects were found. Member Carmen Clipper explained she was participating remotely due to a medical reason and Member Lauren Magee participated for a personal reason, and stated it was from lack of childcare.

### Staff Announcements/Presentation/Discussion

Introduction of New FPAC Members:

Chuck Fanshaw: Braddock District (Megan McLaughlin)

John Keegan: At Large (Rachna Sizemore Heizer)

Erica Carter: Sully District (Stella Pekarsky)

Dan Aminoff recognized Dan Hogan to present FPAC Officer nominations: Dan Aminoff for Chair, Angela Smalls for Vice Chair, and Katie Hermann for Secretary.

After a motion by Dan Hogan and a first by Lauren Magee and a second by Cathy Hosek, and with no discussion or Floor nominations, the nominees were approved without dissent.

## School Board and Staff Announcements

Jeff Platenberg, Assistant Superintendent, Facilities and Transportation Services – Mr. Platenberg provided the following update:

- Net Zero and Joint Environmental Task – Jeff's department is looking forward to continuing to evaluate the objective set by the FCPS School Board and the County Board of Supervisors. For example, they have been working with a consultant who has shared that FCPS can expect to save 15% more if renovations are done, as compared to new construction.
- School Design – Façades have been a focus of design, and then the interior is more standard. The projects are built within the funding as available.
- Biggest challenges related to not having adequate funding – pandemic related to staff shortages for bus drivers and other trade pools, and then also increased costs for building materials. Also recognizing that equity and pandemic-related trauma to students and their families.
- Pandemic-related school design – some of the design ideas related to pandemic were already in motion, but the pandemic really accelerated many opportunities.
- Student Population – FCPS is anticipating a lower student enrollment for the start of the 2021-2022 school year. But Jeff has said that a decrease in student population is typical when an event like this pandemic or the 2008/2009 economic downturn.
- When asked for general feedback to last year's FPAC report, Jeff said he really appreciated FPAC's "how can we help" approach and suggested we consider picking two or three areas/issues and drill down into greater detail in future reports.
- Appreciation to FPAC – FPAC has provided helpful feedback on the CIP and discussion of boundary changes.

Elaine Tholen, School Board member, Dranesville District, and FPAC Liaison – Ms. Tholen introduced herself and discussed her interest in being the FPAC liaison

## Community Time

Mark Doehmert – discussed the Justice High School Renovation related to the expansion of the parking lot, with specific topics related to historical African American ownership of the current park area, impacts to Resource Protection Areas (RPAs) related to stormwater and stream, and open space preservation through the Park Authority.

- Jeff Platenberg expressed that the next phase of discussions of this project will be released next week.

Matt Robeson, who is associated with Carrier Corporation – just listening to the process of facility planning in FCPS.

## Member Time

### 2021-2022 FPAC Annual Charge from School Board

1. Continue to develop the long-range vision for FCPS school facilities;
  - o LEAD: Troy T
  - o Participants: Erica and John

2. Provide further support to facilitate implementation of the accepted FPAC major maintenance and asset management recommendations;
  - LEAD: Dan H
  - Participants: Kevin, Lauren
3. Further develop recommendations on facility resiliency, to include accessibility, sustainability, and design justice;
  - LEAD: Katie & Lauren
  - Participants: Troy, John, Cathy, Dan H
4. Advise and assist with the development and implementation of updated boundary policies and processes and identify any immediate capacity needs at specific schools; and,
  - LEAD: Cathy
  - Participants: Carmen, Angela
5. Assess and evaluate how facility design and construction can become more functional within the classroom walls, incorporate a greater use of outdoor space, restroom facilities and enhance ventilation; and

*\*Item #5 will likely be combined with #3*

6. Review and update FPAC's charter and conduct a self-evaluation of work and process.
  - LEAD: Dan A
  - Participants: Angela, Dan H, Carmen, Erica

Action items –

- Develop a new Annual Charge Item that combines items #3 and #5.
- Discuss items with Troy T and the new Dranesville District representative

Dan A reminded FPAC members of these upcoming items related to the Semi-Annual Report:

FCPS Boundary Policy Review Webinar – Angela briefed FPAC members on the first webinar. Overall, the responses to the real-time polling show that families don't want their students to move schools.

FPAC Virtual Participation Guidelines – Katie and Dan A reviewed the points that were emailed to members on September 13<sup>th</sup> regarding meeting participation. Katie asked that Board members email her a week ahead of any scheduled meetings if members need to participate remotely.

The School Board will be recognizing Charlie Hookey at the next School Board meeting, on Sept 23<sup>rd</sup>.

## Minutes

Final minutes have been approved for the June 8, 2021 FPAC meetings. The motion was proposed by Dan Aminoff and a first by Dan Hogan and a second by Cathy Hosek.

## Adjournment

The meeting was adjourned at 8:58pm.

**FPAC Agenda**  
October 5, 2021  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

Introduction of a new FPAC Member:

David Jiang:                      Dranesville District (Elaine Tholen)

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Elaine Tholen, FCPS School Board member, Dranesville District, FPAC Liaison
2. Jessica Gillis, Special Projects Administrator for Facilities and Transportation Planning

**Approval of Meeting Minutes**

September 14, 2021

**Old Business**

FPAC Work Plan for 2021-2022 and committee assignments

2021-2022 FPAC Annual Charge from School Board

1. Continue to develop the long-range vision for FCPS school facilities;
  - o LEAD: Troy T
  - o Participants: Erica and John
2. Provide further support to facilitate implementation of the accepted FPAC major maintenance and asset management recommendations;
  - o LEAD: Dan H
  - o Participants: Kevin, Lauren
3. Further develop recommendations on facility resiliency, to include accessibility, sustainability, and design justice;
  - o LEAD: Katie & Lauren
  - o Participants: Troy, John, Cathy, Dan H
4. Advise and assist with the development and implementation of updated boundary policies and processes and identify any immediate capacity needs at specific schools; and,
  - o LEAD: Cathy
  - o Participants: Carmen, Angela
5. Assess and evaluate how facility design and construction can become more functional within the classroom walls, incorporate a greater use of outdoor space, restroom facilities and enhance ventilation; and

*\*Item #5 will likely be combined with #3*

6. Review and update FPAC's charter and conduct a self-evaluation of work and process.

- LEAD: Dan A
- Participants: Angela, Dan H, Carmen, Erica

Semi-Annual Report Schedule:

By the December 7<sup>th</sup> meeting:

- Primary charge leaders should strongly consider holding a work session by now, in Oct or Nov and ensure that it is scheduled and held with the appropriate virtual mtg requirements met (everyone receives a mtg link and it is advertised).
- Present a final outline to FPAC members at this meeting – this outline will be used as a basis for the semi-annual report which will need to be drafted in January.

Discussion of any other items of interest

**New Business**

**Member Time**

Report on Justice Park History (Angela S)

Report on Planning Commission Schools Committee Meeting (Dan A)

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session



# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

October 5, 2021

Members of the public are welcome to attend in-person at FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

<b>Name</b>	<b>District</b>	<b>Attended Meeting</b>
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	YES
Lauren Magee	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES
Kevin Cahill	Springfield	YES
Erica Carter	Sully	YES
John Keegan	At Large	YES
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	YES
Katie Hermann	City of Fairfax/Secretary	NO

### Meeting Opening

The virtual FPAC members confirmed their ability to use the Google Meet application, no issues with audio or visual effects were found. No FPAC members were virtual for this meeting. However, Jessica Gillis, from FCPS Facilities Planning Services, was virtual.

### Staff Announcements/Presentation/Discussion

Introduction of New FPAC Member:

David Jiang: Dranesville (Elaine Tholen)

Public Person/Observer:

Frank LeBlanc (ABM Industries- facility services, energy savings company)

### School Board and Staff Announcements

Jessica Gillis, Facilities Planning Services – Ms. Gillis provided the following update:

- Brian Schoester will be replacing Gillis while she is on maternity leave. Brian was present at the meeting.
- Justice and Justice Park issue
  - There will be a community meeting on October 12th at 7PM for Justice High School and Justice Park issue to discuss the outcome. FCPS will not be using the park for the parking lot addition. There is a link to pre-register for the virtual meeting.
- Boundary webinars -
  - Brian is the lead for these webinars. The FCPS consultants are putting together the data collected from the parent/community surveys. The report will be out on December 14th and it will be published and discussed at an upcoming work session.
  - County Zoning and Planning dept will be giving annual report. This year it will not be in a work session, instead they will report to the Comprehensive Planning Development Committee (CPDC) of the school board instead of the actual school board. That meeting will be in November or December. They will report on growth and development.
- Bond referendum
  - Packets describing the bond were delivered to the community via the schools
  - Carmen Clipper asked what happens if the does not pass? Gillis explained that
  - there's no plan B, work would just be paused. we only have the amount approved on the previous bond, which only included planning and design
- General feedback on last year's report.
  - The report has morphed over the years and the new SB chair wants FPAC and CPDC to work together more often. We should address how much is the advisory council and the CPDC should work together. The current participants are Karen Keys Gammara (chair), Karen Corbett Sanders, Stella Petarsky, and Abrar Omeish, Melanie Meren, and Toby Sorensen. There were no negative comments on the report
- Boundary Studies.
  - Are there any boundary studies underway? No, the Board would like to get through the policy changes before any boundary studies.
- Membership presentation.
  - Each year there is a membership analysis report containing information on who is transferring schools and why. They are now asked to work with the Office of Research and Strategic Improvement (ORSI). They will use data available on Sept 30th. This year, the Board wants to know how many students have withdrawn, and why. ORSI will explain the analysis. There will be a work session on Tuesday Nov 9th and this will feed into the CIP, then staffing, allocating teachers, etc. They will look at 2019, 2021, 2022
- Ed spec on the gender-neutral restrooms
  - Yes, there will be a spec for gender-neutral restrooms and also for lactation rooms. Ed specs are for renovations and constructions, not retrofitting an existing building. Principals were to identify the need and where the gender-neutral bathroom will be (for existing buildings). Some schools have decided to allow students to utilize the staff bathroom to avoid embarrassment, etc. A similar design already exists in falls church. Lactation rooms have also been designated at each school.

- There are a lot of requests for new facilities (security vestibules, bathrooms, bathrooms at stadiums)

## Community Time

N/A

## Member Time

### Annual Report Presentation to the School Board

#### 2021-2022 FPAC Annual Charge from School Board UPDATED

*Dan A provided an overview of each charge and then allowed members to add their names to various sub-committees.*

1. Continue to develop the long-range vision for FCPS school facilities;
  - LEAD: Troy T
  - Participants: Erica and John
  - Adding Chuck Fanshaw
2. Provide further support to facilitate implementation of the accepted FPAC major maintenance and asset management recommendations;
  - LEAD: Dan H
  - Participants: Kevin, Lauren
  - Adding Chuck
  - Troy will consult
3. Further develop recommendations on facility resiliency, to include accessibility, sustainability, and design justice;
  - LEAD: Katie & Lauren
  - Participants: Troy, John, Cathy, Dan H
    - Discussed combining this with #5
    - Lauren - maybe charges 3 and 5 can handle the entire issue
    - Adding David
    - Adding Kevin
    - We will keep charges 3 and 5 separate on the report but will combine the work; no new names under 5.
4. Advise and assist with the development and implementation of updated boundary policies and processes and identify any immediate capacity needs at specific schools; and,
  - LEAD: Cathy
  - Participants: Carmen, Angela
5. Assess and evaluate how facility design and construction can become more functional within the classroom walls, incorporate a greater use of outdoor space, restroom facilities and enhance ventilation; and
  - being combined with #3
6. Review and update FPAC's charter and conduct a self-evaluation of work and process.
  - LEAD: Dan A
  - Participants: Angela, Dan H, Carmen, Erica
    - Everyone will assist
    - We will devote 30 mins or so to working on this at each meeting.

## Semi-Annual Report Schedule

Before the December 7th meeting:

- Primary charge leaders should strongly consider holding a work session before Dec 7th. Those work sessions should be held in Oct or Nov. Charge leaders should ensure that it is scheduled and held with the appropriate virtual meeting requirements (everyone receives a mtg link and it is advertised).
- Primary charge leaders should present a final outline to FPAC members at the Dec 7th. This outline will be used as a basis for the semi-annual report which will need to be drafted in January.
- Work sessions are set for the 3rd Tuesday of each month. FPAC groups need to meet in November for a work session which will be held in same room as FPAC meetings. Members can also meet virtually, but since the public has to be able to come, someone must be in person.
- Leaders should start working on an outline that will be presented at the December meeting to be used in the semi-annual report. Brian and Jessica can be invited to the work sessions. Dan H wants Justin to be at the next work session.
- Dan A discussed the renovation queue for the new members; discussed the many types of HVAC systems in the schools. See page 41 of the CIP for planning and construction. There was a general discussion on school renovation and financial issues. Members can reach out to Dan if any help is needed on outlines

## Action items

- For next meeting, Dan asked all members to please read the charter! Come up with some areas of improvement. Angela to send an email as a reminder
- Feb 26th - offsite planned; this topic may be discussed
- Flesh out if you need resources or items from staff and let us know

## Other Items of Interest

- Other topics / speakers for the year
  - o (Frank LeBlanc) FCPS put out an RFI for electric school buses
- Communications person will be invited
- Let Dan know if anyone would like to hear a certain speaker
- Dan A - will try to get someone from the County Bond office
- Dan H - should include community use and how it affects the need for renovation
- Discussion on financing the system; amount needed in bonds to get back to a 25 year queue

## Member Time

Report on Justice Park History and MSAOC Boundary meeting (Angela S)

- Angela gave short report on Justice Park issue. Angela attended a rally at the Justice park that shed light on the history of the residents of that area. Many groups presented reasons why the park needed to stay as is, including community groups showing that this is the only free park and green space for many residents. Groups like the Audubon Society wanted to preserve the wooded areas around the park for certain native species and plants.

- Justice High and FCPS will now seek a waiver to start a rezoning process. They are now losing a year on the process
- Dan provided history and Angela gave a short report on the boundary meeting with the Minority Student Achievement Oversight Committee (MSAOC) (a committee lead by Karen Corbett Sanders and Dr. Lawrence Bussey)
- MSAOC also wants to work with FPAC on boundary issues; they are coming up with a tool or a dashboard showing where students can be moved to ease overcrowding, but their interest is to ensure equity. A study shows that when a school reaches a certain percentage of Title 1 students, test scores begin to drop.
  - Virginia will provide census information.
  - TPAC (title I committee) - may be able to work with us on boundaries as well (Carmen)

#### Planning Commission Schools Committee

Dan A gave a report on the Planning Commission Schools Committee Meeting

- The focus is on the 2232 process; see Dan's video on the process
- They will also be studying proffers; the county has a proffer formula. The base calculation and the dollar per student needs to change
- The meetings are at Government center and are open to the public

#### Minutes

Final minutes have been approved for the September 14, 2021 FPAC meeting. The motion was proposed by Dan Aminoff and seconded by Dan Hogan. All members approved.

#### Adjournment

The meeting was adjourned at 9:05PM.

**FPAC Agenda**  
November 9, 2021  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Brian Schoester, Facilities and Transportation Planning

**Approval of Meeting Minutes**

October 5, 2021

**Old Business**

FPAC Work Plan for 2021-2022 and committee assignments

2021-2022 FPAC Annual Charge from School Board

1. Continue to develop the long-range vision for FCPS school facilities;
  - o LEAD: Troy T
  - o Participants: Erica, John & Chuck
2. Provide further support to facilitate implementation of the accepted FPAC major maintenance and asset management recommendations;
  - o LEAD: Dan H
  - o Participants: Kevin & Troy
3. Further develop recommendations on facility resiliency, to include accessibility, sustainability, and design justice - Assess and evaluate how facility design and construction can become more functional within the classroom walls, incorporate a greater use of outdoor space, restroom facilities and enhance ventilation; and
  - o LEAD: Katie
  - o Participants: Troy, John, Cathy, Dan H, David & Kevin
4. Advise and assist with the development and implementation of updated boundary policies and processes and identify any immediate capacity needs at specific schools; and,
  - o LEAD: Cathy
  - o Participants: Carmen, Angela
5. Review and update FPAC's charter and conduct a self-evaluation of work and process.
  - o LEAD: Dan A
  - o Participants: Angela, Dan H, Carmen, Erica

Semi-Annual Report Schedule:

By the December 7<sup>th</sup> meeting:

- Primary charge leaders should strongly consider holding a work session by now, in Oct or Nov and ensure that it is scheduled and held with the appropriate virtual mtg requirements met (everyone receives a mtg link and it is advertised).
- Present a final outline to FPAC members at this meeting – this outline will be used as a basis for the semi-annual report which will need to be drafted in January.

Discussion of any other items of interest

### **New Business**

Discussion of FPAC Charter

### **Member Time**

### **Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

November 9, 2021

Members of the public are welcome to attend in-person at FCPS (Fairfax County Public School) Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

Name	District	Attended Meeting
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	NO
Lauren Magee	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES
Kevin Cahill	Springfield	YES
Erica Carter	Sully	YES
John Keegan	At Large	YES
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	YES
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Frank LeBlanc (ABM Industries- facility services, energy savings company)

Elaine Tholen - School Board member

Brian Schoester - Coordinator III - Office of Facilities Planning Services

### Meeting Opening

No FPAC members were virtual for this meeting.

### Staff Announcements/Presentation/Discussion

Kent Gardens email from Susan Taylor (Dranesville citizen)

- Ms. Taylor was unable to attend tonight but did send descriptive email concerning overcrowding at Kent Gardens
- Dan has stated that he will respond
- Furthering the overcrowding discussion, Elaine stated that there is an effort to change the percentage of French immersion kids to 60/40 instead of 50/50 to increase attendance by more neighborhood students and therefore reduce overcrowding



- Kent Gardens is one of the most overcrowded schools and traffic patterns are also bad around that area
- Franklin Sherman is the neighboring school that is under-utilized; but their numbers are up a bit this year
- Elaine stated that the membership charts are out today for review
- Dan said that FPAC will look at KG and that if there are no solutions in CIP, we can look at other solutions (French immersion percentage changes, other programming changes, etc.)
- Elaine will visit KG next week
- Elaine explained how the immersion program works at KG, per Dan H's question
- Brian - they draw students from across the county
- Rachna and Elaine put together a report of which schools have what programs; info sent by Kevin (see email)

Update from Brian Schoester:

- The membership charts are now published on the website:  
<https://www.fcps.edu/about-fcps/facilities-planning-future/facilities-and-membership-dashboards>
- Info is presented in school-by-school level
- They are still working on capacity info for the CIP; CIP will be released in December (Dan will share links)
- The school bond passed in the last election. It will help schools in the reno queue
- Jessica Gillis had a baby girl
- The Justice community meeting was 10/12 and they are working on the parking solution since FCPS decided not to pursue the park across the street
- Dr. Anderson is conducting a survey via OCCR to provide data for the parking issue
- Dan - the current 8th grade is a bubble class - one of the largest classes so far

### **Meeting Minutes from October 5, 2021, meeting -**

The Final minutes have been approved for the October 5, 2021, FPAC meeting. The motion was proposed by Dan Hogan and seconded by Cathy Hosek. All members approved.

### **Annual Report Presentation to the School Board**

#### 2021-2022 FPAC Annual Charge from School Board UPDATED

*Dan A provided an overview of each charge and then allowed members to add their names to various sub-committees.*

11.09.21 changes in blue

- An outline is needed by the December meeting
  - Does not need to be incredibly detailed
- The sub-committee leads need to set up a work session; next dates are Nov 23rd; Dec 13th
- Dec 14th - SB is receiving a presentation from the boundary consultant
- A Falls Church visit is proposed (to add to the Major Maintenance discussion)
  - Dan A asked Dan H to propose what works for him; Dan H will ask Justin the best time to visit

- REPORT SCHEDULING
  - After the holidays - we must put together the semi-annual report; but need to start drafting actual annual report in Feb/Mar
  - due in early May thru July (no date given yet)

Review of Sub-Committees:

1. Continue to develop the long-range vision for FCPS school facilities.

LEAD: Troy T

Participants: Erica and John

- Adding Chuck Fanshaw
  - Include program info here
2. Provide further support to facilitate implementation of the accepted FPAC major maintenance and asset management recommendations.

LEAD: Dan H

Participants: Kevin, Lauren

- Adding Chuck
  - Troy will consult
    - Plan a trip to Falls Church High
    - Dan H - needs to see a high school and the FCPS building automation center
    - Dan will get with Justin to coordinate these
3. Further develop recommendations on facility resiliency, to include accessibility, sustainability, and design justice.

LEAD: Katie & Lauren

- Lauren is no longer with FPAC, and Katie will need assistance
- Heather Deets and Paul Scott may be called for FPAC speaker
- Participants: Troy, John, Cathy, Dan H
  - Combining this group with #5 (facility design and construction)
  - Adding David
  - Adding Kevin
  - We will keep charges 3 and 5 separate on the report but will combine the work; no new names under 5.
- Lauren put some information together last year and was a proponent of outdoor facilities
- Outdoor Facilities
  - Most schools have one of the big white tents; mostly being used for lunch
  - The schools are looking at how to best use them; central office needs to inform principals what to do with these tents. Some of the tents got muddy due to the rains but facilities went out and made them more usable
  - Outdoor classrooms will be included in the next ed spec.
  - ex: Lynwood elementary
  - ex: Lees Corner
  - Dan suggests sending out communications to principals about how some of the facility subjects should be addressed.
- Bathroom Issue

- Dan H listened to the Justice presentation; restrooms going in would be great as a pilot for gender-neutral restrooms. Dr. Anderson has been informed.
    - Brian - working with the SB on policy for these restrooms; not sure of details of design yet.
  - User fees
    - CPDC did a survey of user fees; looked at what other counties did as well.
    - Elaine - consider having an energy specialist come and speak; could address community usage
- 4. Advise and assist with the development and implementation of updated boundary policies and processes and identify any immediate capacity needs at specific schools

LEAD: Cathy

Participants: Carmen, Angela

- Participants are currently waiting on the consultant report.
  - Coming closer to more info on Western High; currently in land acquisition stage - some of the funds from the bond that just passed will be used. Currently, the school is set to be built behind Hutchinson elementary; currently serving Westfields and South Lakes
  - Elaine - mentioned using unused office buildings for schools.
- 5. Assess and evaluate how facility design and construction can become more functional within the classroom walls, incorporate a greater use of outdoor space, restroom facilities and enhance ventilation; and
  - combined with #3
- 6. Review and update FPAC's charter and conduct a self-evaluation of work and process.

LEAD: Dan A

Participants: Angela, Dan H, Carmen, Erica

- Everyone will assist
- We will devote 30 mins or so to working on this at each meeting.

FPAC Charter background and current status

- Originally created as a BRAC type of idea to work with the SB on boundary issues
  - Comments by Cathy - mission: to enhance community outreach; interact with community and staff can gather more comm involvement based on how the information is presented; suggestion: listening sessions, etc.
  - Kevin - some of the info can go through or be distributed by MGT
  - Elaine - afraid the issue may be tabled because of the pandemic; also new super-intendent coming may also shift the timeline
  - Erica - could we consider a 2nd TJ?
  - Elaine starting conversations at McLean, Langley, Chantilly - their middle schools are the largest feeders to TJ, but this year they went to their assigned schools
  - Angela - are we maintaining the current charter (making recommendations) or moving toward more research /data collection?
    - maintain current research and recommendation work
  - Elaine - looking for someone to lead the public health team; work with Michelle Boyd; needs to have a Master's in Public Health
  - Troy - what is the impact? what can we bring to the table?

- Katie - how to we operate as we move forward

Program Assessment info (forwarded by Kevin)

- Elaine and Rachna are working with Sloan Presidio. They did not look at core content, but did look at supplementary programs like world languages, get to green, etc. They looked at whether the programs are over utilizing or under utilizing schools. Some of the data came from the Office of Research who collaborates with a few outside groups. They have done some research on best practices and how they affect student achievement.
- Dan H - George Mason has a facilities program; suggests having them attend a meeting

Adjournment

The meeting was adjourned at 9:05PM.

**FPAC Agenda**  
December 7, 2021  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Brian Schoester, Facilities and Transportation Planning
2. FCPS Energy Management Section - Building Automation System

**Approval of Meeting Minutes**

November 9, 2021

**Old Business**

FPAC Work Plan for 2021-2022 and committee assignments

2021-2022 FPAC Annual Charge from School Board

Semi-Annual Report Update:

Discussion of any other items of interest

**New Business**

Discussion of FPAC Charter

**Member Time**

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

December 7, 2021

Members of the public are welcome to attend in-person at FCPS (Fairfax County Public School) Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

<b>Name</b>	<b>District</b>	<b>Attended Meeting</b>
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	NO
<i>Vacant</i>	<i>Hunter Mill</i>	<i>N/A</i>
Troy Thompson	Lee	NO
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES
Kevin Cahill	Springfield	NO
Erica Carter	Sully	YES
John Keegan	At Large	YES
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	YES
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Elaine Tholen - School Board member

Brian Schoester - Coordinator III - Office of Facilities Planning Services

John Lord – FCPS Building Automated Systems, Energy Management Coordinator

### Community Time

Kent Gardens School, comments from Lili Cuzor – over capacity and renovations will be needed. This school is not currently on the renovation queue.

### Meeting Opening

No FPAC members were virtual for this meeting.

### Staff Announcements/Presentation/Discussion

Update from Brian Schoester:

- CIP will be finalized next week
- Boundary Consultant discussion – December 14<sup>th</sup> – 1:30-5pm

- CIP Discussion – December 16<sup>th</sup> to the SB, with Public Hearing on January 4<sup>th</sup>. Action is scheduled for February 10, 2022.

#### John Lord – FCPS Building Automated Systems (BAS)

- FCPS has control systems that allow staff to maintain and use HVAC in efficient ways
- FCPS uses a variety of systems, some dating back to 1981
- All systems can communicate through a joint web-service, a JAC is not used
- Four systems are still being used today: Trane, Siemens, Delta & Automated Logic – which allow for some vendor competition
- FCPS tries to use a closed/tight network of computers to ensure security, in which may cost \$500k to \$1M for one unit to upgrade a complete system
- For older systems, FCPS tries to buy used parts if a system is not supported by a vendor anymore.
- FCPS is also seeing more examples of certain parts needing replaced that aren't IT compatible with other components in the existing system. This issue can result in the upgrade of more components across a system.
- FCPS is always in need of energy technicians
- FCPS saw a decrease in 2020 work orders for activities in the school buildings because of the pandemic, most of these work orders are placed by front office staff or custodians
- A majority of the complains on work orders are related to air climate issues.
- All energy technicians can access their automated school systems through the IT computer network, this is built within FCPS and shows visual floorplans based on real-time air climate
- Funding for these systems is through the Operating Fund or Savings from the Utility Project
- CO<sub>2</sub> systems only existing systems, approximately 500 systems – their purpose is monitor demand air control for areas of 'High Assembly'
- FCPS has a process in-place to handle losing power at a school, and what that means for the system reboot.
- Deferred maintenance includes items like a manufacturer not supporting existing systems
- ESSER funding – some funds will be used for ~19 schools for BAS replacements in 2022-2023. FCPS is starting a pilot for 3 schools with a focus on sustainability via recommissioning
- FCPS – priorities for replacements include, but are not limited to: end of the use of life, serious comfort complains and technology not supported.
- Brady Rauch is heading up a "Mechanical System Recommissioning" pilot in 3 schools. The CMTA is the consultant who will be helping with this, for about \$76K to "assess and identify issues" and is just starting to talk about schedule.
- Building Schedules – are populated with 3 separate inputs, from FCPS, neighborhood & community services, and County Park Authority – one example is over 100 events at Mt Vernon High School in a given week
- Rezoning the school layout – is an on-going effort, FCPS is dealing with HVAC constraints, incentives for community-use in the school buildings,
- This group may be asked by FCPS capital facilities to provide review a proposed school design for major renovations.
- FS Direct is the IT system to help schedule events within the school facilities, and weekly reports are provided to school staff & custodians

- EnergyCAP is the dashboard that is used to Get2Green – based on billings from the utility companies. FCPS can log into EnergyCAP and run more details, trends, greenhouse gas emissions but some of the data may have flaws
- Benchmarking Process – through the Energy Star certification for 185 buildings. Since 2014, FCPS has saved over \$53.4M by partnering with Energy Star.

## Meeting Minutes

### **November 9, 2021, meeting**

The Final minutes have been approved for the November 9, 2021, FPAC meeting. The motion was proposed by Dan Hogan and seconded by Cathy Hosek. All members approved.

## Member Time

- Brief discussion of the FCPS Student Yield Ratios and Proffer Report for School Year 2019-2020
- School Board Member Tholen explained that this topic may be discussed at the County's Planning Commission's Schools Committee Commission meeting in January 2022.
- Minority Student Achievement Oversight Committee (MSAOC) – met in November and summarized an analysis on the students that left FCPS in the past year

## Adjournment

The meeting was adjourned at 9:05PM.



**FPAC Agenda**  
January 11, 2022  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Brian Schoester, Facilities and Transportation Planning
2. Justin Moss, FCPS & Fairfax County's Joint Environmental Task Force (JET)

**Approval of Meeting Minutes**

December 7, 2021

**Old Business**

FPAC Work Plan for 2021-2022 and committee assignments

1. 2021-2022 FPAC Annual Charge from School Board
2. Semi-Annual Report Update

Discussion of any other items of interest

**New Business**

Discussion of FPAC Charter

**Member Time**

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

January 11, 2022

Members of the public are welcome to attend in-person at FCPS (Fairfax County Public School) Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

Name	District	Attended Meeting
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	YES*
Jim Riddle	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES*
Kevin Cahill	Springfield	YES
Erica Carter	Sully	YES
John Keegan	At Large	YES*
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	YES*
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Elaine Tholen\* - School Board member

Brian Schoester\* - Coordinator III - Office of Facilities Planning Services

Justin Moss\* - FCPS Joint Environmental Task Force (JET)

*\*Participated virtually*

The virtual FPAC members confirmed their ability to use the Google Meet application, no issues with audio or visual effects were found. All members that were remote participants did so due to a medical reason.

### Community Time

Susan Taylor – plans to address the Board at the upcoming public meeting regarding the Kent Gardens School, in coordination with Lili Cuzor. They plan to discuss the queue for renovations because of the large population at this school. This school is the only French immersion program, but all 6<sup>th</sup> grade classes are located in trailers. The class sizes are large. Susan said that she could try and ask if there is a waitlist for the French immersion program. The community would like to have FCPS consider a renovation that includes a 2<sup>nd</sup> floor of classrooms.

## Meeting Opening

No FPAC members were virtual for this meeting.

## Staff Announcements/Presentation/Discussion

Justin Moss – Director for the Office of Facilities Management and Transportation Services

- FCPS and Fairfax County have a joint effort which is comprised of a collaborative group of stakeholders political and administrative capabilities of the county and the school system to proactively address climate change and environmental sustainability.
- There are 4 main area focused on Energy, Solid Waste, Workforce Development, and Transportation, with specific goals below:
  - Energy: The Fairfax County Board of Supervisors, the Fairfax County Park Authority, The Fairfax County Regional Housing Authority, and the Fairfax County School Board should commit to being energy carbon neutral by 2040.
  - Solid Waste and Recycling: Fairfax County government and schools should set an aspirational goal to be at zero waste by 2030.
  - Workforce: Fairfax County government and schools should provide additional resources for students and adult learners to know about and pursue “green” career paths.
  - Transportation: Fairfax County Connector bus fleet should be transitioned to electric (or other non-carbon emitting) alternatives by 2030, and the FCPS fleet by 2035. All non-bus fleet vehicles that have electric alternatives should be transitioned by 2035.
- Ed specs are under-review to incorporate information like meeting solid waste goals.
- Question: Can older infrastructure can support some of the green initiatives? Answer: less operational activities are easier to integrate.
- Question: What is the future schedule for implementation for these items? Answer: no schedule has been established yet, zero waste studies are still in-development. Some items may even need School Board adoption. School piloting for solar, will be Annandale High School first with other schools coming on-line
- Question: What would the impacts to teachers and staff be? Answer: there should be no added burden on staff and teachers. For example, some zero waste initiatives will likely need additional staff positions, i.e. sustainability coordinators (or support for these coordinators)
- Question: Are any transportation adjustments needed? Answer: FCPS has 8 EV buses has been similar to the diesel buses, and FCPS has just been awarded a grant from DEQ for 10 more buses to be delivered in spring 2022. Dominion Power will pay for the charging stations.
- Question: Is FCPS considering additional environmental career education? Answer: this is happening down to the elementary school level and all other school
- Question: Is JET being used in the future school designs? Answer: some recommendations are being included now, through Ed Specs. Other may be implemented through retrofit, gardens, solar
- Question: Is JET funding anticipated? Answer: additional funding for staff positions, which is in-process. Lots of pilots are being initiated.
- Question: Can you explain what JET goals are achievable? Answer: some are immediate, others like solar need more time to establish. Other goals related to energy use and tracking is already being done, but needs updating to meet the goals.

- Question: What coordination with County is happening? Answer: Solar PPA, zero waste studies, workforces initiatives are all particularly collaborative.
- Question: Are ESPCs are being used? Answer: Yes, and may be an alternative to solar and PPA
- Question: Has canopy solar over parking pavement been considered? Answer: FCPS is looking into this, to supplement the future of roof solar too.
- Question: Are EUI thresholds are being consider? Answer: Yes they are being established
- Question: How do the JET recommendations relate to new construction vs. renovations? Answer: New schools will have a goal of “net zero” and retrofit existing buildings to “net zero readiness”

Environmental and sustainability goals are being integrated into operations through the CIP plan, via Environmental Sustainability at FCPS section, starting on page 231 of the FY2023 – 2027 - <https://www.fcps.edu/sites/default/files/media/pdf/Proposed-CIP-FY-2023-27.pdf>

School Board and Board of Supervisors are meeting again on January 19, 2022 at 4:30pm to discuss the JET program and it's status,

## Meeting Minutes

### **December 7, 2021, meeting**

The Final minutes have been approved for the December 7, 2021, FPAC meeting. The motion was approved by all members.

## Member Time

- Semi-annual report is due in mid-February. Dan A is working on the draft and he will brief members on this at the February FPAC meeting.
- Jim Riddle will assist on the major maintenance topic for the Annual Report
- Reminder that the FPAC retreat is Feb 26<sup>th</sup>.
- Next Tuesday, this is an available work session. The long-range topic sub-committee will meet at 6 & 7pm.
- A County staff member from the County Bond office will be our speaker at the Feb 1<sup>st</sup> FPAC meeting.

## Adjournment

The meeting was adjourned at 9:02PM.

**FPAC Agenda**  
February 1, 2022  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Brian Schoester, Facilities and Transportation Planning
2. Joe LaHait, Debt Coordinator, Fairfax County Government Management and Budget
  - a. Topic: County Bond

**Approval of Meeting Minutes**

January 11, 2022

**Old Business**

FPAC Work Plan for 2021-2022 and committee assignments

1. 2021-2022 FPAC Annual Charge from School Board
2. Semi-Annual Report Update
3. Retreat Update

Discussion of any other items of interest

**New Business**

Discussion of FPAC Charter

**Member Time**

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

February 1, 2022

Members of the public are welcome to attend in-person at FCPS (Fairfax County Public School) Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

Name	District	Attended Meeting
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	YES
Jim Riddle	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES
Kevin Cahill	Springfield	YES
Erica Carter	Sully	YES*
John Keegan	At Large	YES
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	No
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Elaine Tholen\* - School Board member

Brian Schoester - Coordinator III - Office of Facilities Planning Services

Joe LaHait - Fairfax County – Debt Manager – Department of Management and Budget

*\*Participated virtually*

The virtual FPAC member confirmed their ability to use the Google Meet application, no issues with audio or visual effects were found. The FPAC member who participated remotely did so as a result of a personal reason, due to personal travel.

### Community Time

No members from the public were present.

### Meeting Opening

Staff Announcements/Presentation/Discussion

CIP Action – The School Board will hold a regular business meeting on Thursday, February 10, at 7 p.m, where the approval of the 2023-27 Capital Improvement Plan (CIP) will be discussed. See the [complete regular meeting agenda](#). The meeting can be viewed on FCPS

Cable TV Channel 99 (Verizon Channel 11), the [FCPS YouTube Channel](#), and on [the FCPS website](#).

Woodson High School Fire – occurred over the past weekend, in the administrative/maintenance building. FCPS and the Fairfax County Fire and Rescue Department are coordinating on the cleanup.

Joe LaHait - Fairfax County – Debt Manager – Department of Management and Budget – who provided the following information which is documented as a summary:

Overview of the Financing Process for Capital Projects – includes a variety of funding sources, such as: General Obligation Bonds, Economic Development Authority Revenue Bonds, and a few smaller sources, via local bonds or other authorities.

The CIP's Approval Process with the Board of Supervisors - The Board approves the General Fund Capital Program as part of the budget adoption process. Rates for self-supporting funds are developed (Stormwater, Wastewater, Solid Waste) as part of the Advertised Budget and support projects in the CIP. The Board approves these rates as part of the budget adoption process. The General Obligation Bond Referendum Plan is developed as part of the CIP (which are issued every year, for up to 20 yrs). The Board approves the plan and bond resolutions each summer prior to the fall referendum. Economic Development Authority Bonds provide opportunities for the County to leverage public and private sector funds to advance major capital investments in infrastructure. Long-range planning, bonds can only be used for those funds – bonds can be used up to 10 yrs, the County and FCPS use all these bonds (no money is ever leftover).

Strategic Planning - Capital Improvement Program (CIP) - These are built on framework for guidance from County Executive and Board of Supervisors for out year project planning and bond sales. They include details the long-range plan, outlining specific projects and schedules. They are approved annually as part of the budget process. Also, these bonds approved for one purpose may not be used for another, for example: Park Authority bonds cannot be used to fund Public Safety Facilities. Other details include:

- Fairfax County likes to keep the bond language broad and doesn't use the school names.
- Maintenance has not been included in proposed bond language, mostly because of the 20-year bond lifecycle, whereas maintenance is an annual funding item and that the maintenance fluctuates year to year. "Capital Repairs" & "Capital Improvements" could be options for including maintenance.
- Any "surplus" funds could be used for capital improvements, and those reserves are sent early-on to FCPS from the County.
- SB Member Tholen explained that energy cost savings are monies are put back into the FCPS General/Operating funds.
- There may be cases when schools were listed on a bond mailer, but if not needed before the 10-year limit – that money is probably reallocated
- The County will be asking for Bonds for Early Childhood Education and Human Services that may be coordinated with FCPS.
- Fairfax County has talked with Moody's about resiliency, operational energy strategies, tracking metrics.

- Moody's had said that the County needed to put more money back in reserves, Moody's would like to see 20% in reserves--The County does not have that but is building that up incrementally. Also, the County has \$280 billion in the tax base.
- The County has increased the FCPS allocations in recent years,
- Annual Debt Services less than 10% of total disbursements
- Net outstanding debt not to exceed 3% of total assessed value.
- 2/3 of annual revenue for the County is generated by property taxes

#### Joint BOS and SB CIP Committee

- Final report was released in October 2021, with the following highlights:
  - The General Bond sale limit was increased from \$300M to \$400M
  - Proposed School Allocations:
    - 2022 =\$180M,
    - 2023 = \$205M,
    - 2024 = \$205M,
    - 2025 = \$230M
  - Mar 1, 2022 Joining Board of Supervisors and SB Budget Meeting- will have a few slides on a maintenance
  - Fairfax County may start providing portions of the end-of-year remainder to FCPS (2021 had an end of year revenue \$20M)

#### Meeting Minutes

##### **January 11, 2022, meeting**

The Final minutes have been approved for the January 11, 2022, FPAC meeting. The motion was approved by all members.

#### Board Member Tholen

- Net zero ready school building renovation design is a target for the School Board.
- Reassessing the renovation queue, Jeff Platenberg's group will be bringing a consultant to look at the renovation queue. Initially assessing the criteria.
- The School Board may be discussing possible State infrastructure funding at future meetings. The funds would be available on July 1, 2022 to hope to look at school facilities for renovations to bring buildings into EdSpec compliance
- JET Update – Carbon neutrality goals will continue to be a focus for FCPS.

#### Member Time

- Semi-annual report draft was sent to all FPAC members.
- Retreat Update: probably Herndon High School, starting at 9am. Dan and Angela are working through a list of a speakers.

#### Adjournment

The meeting was adjourned at 9:05PM.



**2022 Facilities Planning Advisory Council (FPAC) Retreat**

February 26, 2022

Herndon High School

700 Bennett St, Herndon, VA

Herndon High Library

8:30 – 2:30 PM

**Tour of Herndon High School**

8:30AM – 9:15AM

Justin Bauserman, Nestor Govea,  
and Heather Diez

**Welcome and Public Comments**

9:15AM – 9:30AM

Daniel Aminoff

**Teambuilding Exercise**

9:30AM – 10:00AM

Carmen Clipper

***BREAK (10 mins)***

*10:00AM -10:10AM*

**FCPS Budget Discussion**

10:10AM -10:40AM

Justin Moss

**CPDC “Homework” (Facilities communication plan)**

10:40AM -11:30AM

All

**FPAC Charter discussion and Working Lunch**

11:30AM-12:30PM

All

**Breakout Groups by Charge item**

12:30PM -1:10PM

Sub-Committee Leads

- **Long Range** – Troy Thompson
- **Major Maintenance** – Dan Hogan
- **Functional Design** – Katie Hermann
- **Boundaries** – Cathy Hosek

***BREAK (10 mins)***

*1:10PM-1:20PM*

**Breakout Group Presentations**

1:20PM-2:15PM

All

**Wrap Up**

2:15PM

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Retreat Meeting  
2021-2022 School Year

February 26, 2022

Conducted at Herndon High School

The following FPAC members attended:

<b>Name</b>	<b>District</b>	<b>Attended Meeting</b>
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	YES
Jim Riddle	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES
Kevin Cahill	Springfield	YES
Erica Carter	Sully	YES
John Keegan	At Large	YES
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	YES
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Elaine Tholen - School Board member

Brian Schoester - Coordinator III - Office of Facilities Planning Services

Heather Diez, Nestor Govea, and Justin Bauseman - Office of Facilities Planning Services

### Community Time

No members from the public were present.

### Building Tour

FPAC members received a tour of the recently renovated areas at Herndon High School.

### FPAC Mission Discussion

The discussion included a summary of FPAC members responses to a member-only survey:

#### Future focus of FPAC drivers (top-ranked responses):

1. Planning for schools in the future:
2. Building Maintenance
3. Energy efficiency

#### Focus of FPAC meetings and member time (top-ranked responses):

1. Solution/Outcomes oriented

2. Educational
3. Brainstorming

Appearance at public events as an FPAC member (top-ranked responses):

- Results are a mix of comfort-level potentially providing this function
- FPAC members agreed to many discuss this in the future more specifically

FPAC meeting logistics (top-ranked responses):

- Most members agreed that the meeting logistics are working
- Find ways to limit speaker time and create more FPAC fellowship

FCPS Budget Discussion – Justin Moss

The discussion included a summary of how FCPS distributes funds and carryover funds for the Office of Facilities Management (OFM). In FY22, there was a \$64M Operating Budget for OFM. Within OFM's budget, \$14.3M goes to construction projects, with other funds going toward staffing positions for custodians, engineers, and technical specialists, among other positions. Other funds go directly to utilities and energy conservation program (\$1M is spent on this program, but \$3.5M are saved annually). Savings from this go back into a surplus fund. OFM operating budget is \$16.3M. Currently has over \$200 million deferred maintenance backlog. FCPS recognizes the need for a comprehensive facility condition assessment, with an anticipated cost of \$0.5 per square foot (rough estimate).

CPDC

County reviews of 2232s Public Hearing – will be requiring additional outreach – CPDC would like FPAC to provide input to the School Board.

Ideas:

- Outreach may be need after funding is allocated and definitely before design starts.
- Encourage FCPS to reach out to surrounding residents, businesses, Board of Supervisors office, PTAs, use-specific user groups (i.e. athletic teams, extracurricular groups), and school leadership (principals, asst principals)
- Board of Supervisor's offices can be a main connection from FCPS to the surrounding communities that may not directly be connected to the school project.
- NEPA 106 guidelines suggest that "consulting parties" be documented – this may be another opportunity to seek out these groups.
- Follow-up – what would FPAC's role be in this future program?

Charter

- Members discussed what and how we should consider soliciting feedback from the community or other stakeholders.

Review of Sub-Committees:

1. Continue to develop the long-range vision for FCPS school facilities.
  - Discussed "strategic" ideas around funding strategies, organizational integration and the future of a school
2. Provide further support to facilitate implementation of the accepted FPAC major maintenance and asset management recommendations.
  - Discussed "tactical" ideas around a potential pilot program that is related to facility assessments and renovation queue
3. Further develop recommendations on facility resiliency, to include accessibility, sustainability, and design justice, and assess and evaluate how facility design and

construction can become more functional within the classroom walls, incorporate a greater use of outdoor space, restroom facilities and enhance ventilation – discussed the need for assesses to determine gaps in all of these items.

4. Advise and assist with the development and implementation of updated boundary policies and processes and identify any immediate capacity needs at specific schools – discussed how this item could help address islands of student enrollment, capacity, current & future development and new Western County high school.
5. Review and update FPAC's charter and conduct a self-evaluation of work and process.

#### Adjournment

The meeting was adjourned at 2:20PM.

**FPAC Agenda**  
March 1, 2022  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Brian Schoester, Facilities and Transportation Planning
2. Helen Llyod, Executive Director and Tracey Wynne, Communication Specialist, Office of Communication and Community Relations

**Approval of Meeting Minutes**

February 1, 2022

**Old Business**

FPAC Work Plan for 2021-2022 and committee assignments

1. Retreat Summary and Discussion
2. 2021-2022 FPAC Annual Charge from School Board

Discussion of any other items of interest

**New Business**

Discussion of FPAC Charter

**Member Time**

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

March 1, 2022

Members of the public are welcome to attend in-person at FCPS (Fairfax County Public School) Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

Name	District	Attended Meeting
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	NO
Jim Riddle	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES
Kevin Cahill	Springfield	YES
Erica Carter	Sully	YES
John Keegan	At Large	YES
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	YES
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Elaine Tholen\* - School Board member

Brian Schoester - Coordinator III - Office of Facilities Planning Services

Helen Lloyd, Executive, FCPS Office of Communication and Community Relations

*\*Participated virtually*

The virtual FPAC member confirmed their ability to use the Google Meet application, no issues with audio or visual effects were found. The FPAC member who participated remotely did so as a result of a personal reason, due to personal travel.

### Community Time

Paula Prettyman, Sandra Miracle, Craig Day, Erin Labato – discussed the Falls Church High School renovation, and how recent changes to the proposed renovation design have prioritized softball fields over parking. The recent change dropped the proposed over 500 parking spaces to under 400 parking spaces. This school is also paying rent to the adjacent Providence RecCenter for the use of 80 RecCenter parking spaces. Also, FOIA requests show that FCPS communicated with the Fairfax County Neighborhood and Community Services (NCS). The NCS has mentioned that the softball fields should be kept for equity reasons. This group

would prefer that additional parking spaces be planned at the site of the currently under-used softball field.

## Meeting Opening

### Staff Announcements/Presentation/Discussion

Helen Lloyd, Executive Director, OCCR

- OCCR has 5 key areas for strategic communication, and 11 Objectives, some of which were discussed here:
  - o Will be focusing on building content, social media, community relations (with staff who are multi-lingual). Will be providing more toolkits for individual schools for communication strategies
  - o Hopes to create individual communication plans for renovation projects and building communication skillsets
  - o Press development – working with reporters in the area to provide information about upcoming stories within FCPS.
  - o Measuring news trends – equity, return-to-school, budget, ESSER, school calendar, bonds, etc.
  - o Culture of Storytelling of school successes and Culture of Support for crisis' in FCPS or in schools
  - o Crisis Management in the Media – there will be crises that are reported in the media but if OCCR can help communicate topics from the very beginning.
  - o Building relationships with the Community – this process will be ramped up in 2022.
- School Building Communications – Helen sees a vision for FCPS to stand up for our values and support the community & education through schools
- One Fairfax & Equity – FCPS will be working to address this topic, and how does this topic relate to education, families, school buildings, programs for students, teachers & staff HR, etc.

## Meeting Minutes

### February 1, 2022 meeting

The Final minutes have been approved for the February 1, 2022, FPAC meeting. The motion was approved by all members.

### Board Member Tholen

- Net zero ready school building renovation design is a target for the School Board.
- Reassessing the renovation queue, Jeff Platenberg's group will be bringing a consultant to look at the renovation queue. Initially assessing the criteria.
- The School Board may be discussing possible State infrastructure funding at future meetings. The funds would be available on July 1, 2022 the hope is to look at school facilities for renovations to bring buildings into EdSpec compliance
- JET Update – Carbon neutrality goals will continue to be a focus for FCPS.

## Member Time

- Dan A will be sending an email with the following information for the Annual Report:

- By March 16th: All requests for information from staff should be sent into Dan, Katie & Angela.
- By April 1st: All requests from staff should be received back. Outline/first draft of final report with proposed recommendations.
- By April 15th: Revised draft of final report with solid recommendations
- By April 22nd: Final revisions from work groups with recommendations.
- By April 27th: Dan to distribute final draft version, and then collect and include any final revisions by May 3rd.
- At the May 10th Meeting: Review of draft annual report for group discussion and adoption of recommendations.

## Adjournment

The meeting was adjourned at 9:05PM.



**FPAC Agenda**  
April 12, 2022  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Brian Schoester, Facilities and Transportation Planning
2. John Lord and Ali Culhane, FCPS Sustainability and Get2Green Programs

**Approval of Meeting Minutes**

March 1, 2022

**Old Business**

2021-2022 FPAC Annual Charge from School Board

Discussion of any other items of interest

**New Business**

**Member Time**

**FPAC Charter Discussion**

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

April 12, 2022

Members of the public are welcome to attend in-person at FCPS (Fairfax County Public School) Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

Name	District	Attended Meeting
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	NO
Jim Riddle	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	NO
Kevin Cahill	Springfield	NO
Erica Carter	Sully	YES
John Keegan	At Large	YES
Carmen Clipper	At Large	NO
Angela Smalls	At Large/Vice Chair	YES
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Elaine Tholen\* - School Board member

Brian Schoester - Coordinator III - Office of Facilities Planning Services

John Lord - FCPS Building Automated Systems, Energy Management Coordinator

Ali Culhane\* - FCPS Sustainability and Get2Green Programs, Coordinator

*\*Participated virtually*

### Community Time

No comments from the community

### Meeting Opening

### Staff Announcements/Presentation/Discussion

Falls Church Renovation Update – staff explained that the contractor bid was approved but came in higher than expected, therefore, FCPS may need to find/use funds from other parts of the budget. Some parking will be placed on one of the existing softball fields and a parking waiver was approved.

Justice High School Renovation Update – will be discussed at the school board meeting on May 26<sup>th</sup>. The re-zoning is working its way through the County process.

New Dunn Loring Elementary School – there was mention of this in the CIP, the FCPS will let FPAC know if any research or review from FPAC is needed.

Ali Culhane, Get2Green Program

- Get2Green – two important facets:
  - o Run by 2 staff, working directly with schools
  - o Outreach components
- Get2Green helps create and encourage partnerships with other county, state and other non-profit organizations, which help with supplemental with environmental stewardship instruction or special projects at individual schools.
- Get2Green also arranges many special events, like Earth Week, additional instructional for teachers that include opportunities to learn from other organizations like the Chesapeake Bay Foundation, finding grant funding for outdoor learning spaces.

Ways to expand sustainability at FCPS into the future - John Lord - Energy Management Coordinator

- Renewable Energy (Solar PPA) – Annadale High School rooftop solar and Mt Vernon High School solar canopy proposals have come in – with FCPS leadership for review
- Liaison between Office of Facilities Management and Office of Design and Construction – make buildings a ‘learning tool’ i.e. see through plexi-glass, educational dashboards/physical screens for energy usage
- Seek out projects that reduce energy consumption, improve indoor air quality – expand on initial projects related to recommissioning
- Sustainability lead positions – maybe a Chief Sustainability Officer, or more realistically team leads that can focus on energy management, HVAC, utilities, etc.
- Seeking grants and funding sources for projects, with one possible option to use Virginia’s Energy Service Companies (ESCOs).

## Meeting Minutes

### March 1, 2022 meeting

The Final minutes have been approved for the March 1, 2022, FPAC meeting. The motion was approved by all members.

## Member Time

- Cathy H participated in the FCPS Superintendent Selection process – she provided a summary of the process and general comments
- Dan A will be sending an email with the following information for the Annual Report:
  - o By April 15th: Revised draft of final report with solid recommendations
  - o By April 22nd: Final revisions from work groups with recommendations.
  - o By April 27th: Dan to distribute final draft version, and then collect and include any final revisions by May 3rd.
  - o At the May 10th Meeting: Review of draft annual report for group discussion and adoption of recommendations.
  - o May 24<sup>th</sup> – presentation to the School Board

Draft Charter – there may be changes, which those proposed changes would need to be approved by the School Board. FPAC members should look for an email from Angela or Dan that includes proposed edits, FPAC members are to respond with feedback.

## Adjournment

The meeting was adjourned at 9:05PM.

**FPAC Agenda**  
May 10, 2022  
FCPS Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA  
Room 3050/3051  
7:00 – 9:00 pm

**Meeting Opening/Announcements**

**Community Time**

Opportunity for the public to address the Council.

**Staff Announcements/Presentation/Discussion**

1. Brian Schoester, Facilities and Transportation Planning

**Approval of Meeting Minutes**

April 12, 2022

**Old Business**

**New Business**

**Member Time**

2021-2022 FPAC Annual Report Review & Discussion

**Adjournment**

Note: The officers will hold a coordination meeting, prior to the full session

# MINUTES

## Facilities Planning Advisory Council (FPAC)

Regular Meeting  
2021-2022 School Year

May 10, 2022

Members of the public are welcome to attend in-person at FCPS (Fairfax County Public School) Gatehouse Administration Center  
8115 Gatehouse Road, Falls Church, VA

The following FPAC members attended:

Name	District	Attended Meeting
Chuck Fanshaw	Braddock	YES
David Jiang	Dranesville	NO
Jim Riddle	Hunter Mill	YES
Troy Thompson	Lee	YES
Dan Aminoff	Mason/Chair	YES
Catherine Hosek	Mt. Vernon	YES
Dan Hogan	Providence	YES
Kevin Cahill	Springfield	NO
Erica Carter	Sully	NO
John Keegan	At Large	YES
Carmen Clipper	At Large	YES
Angela Smalls	At Large/Vice Chair	YES
Katie Hermann	City of Fairfax/Secretary	YES

### OTHER ATTENDEES:

Elaine Tholen - School Board member

### Community Time

No comments from the community

### Meeting Opening

Jeff Platenberg will be leaving FCPS on July 1, 2022 to begin a new position as the Superintendent of City of Fairfax schools.

### Meeting Minutes

#### April 12, 2022 meeting

The Final minutes have been approved for the April 12, 2022, FPAC meeting. The motion was approved by all members.

### Member Time

### Discussion of Draft Annual Report

- Several members explained comments on long-term visioning and planning, as well as with a few comments on major maintenance and school boundary changes.
- Members also discussed changes to the proposed, drafted recommendations
- All members need to submit any revised information to Dan A by COB tomorrow, May 11<sup>th</sup>

### Adjournment

The meeting was adjourned at 9:07PM.