

Agenda
Farmington High School Community Survey Ad Hoc Committee
September 27, 2018
Town Hall Council Chambers
5:30 PM

- A. Call to Order.
- B. Public Comment.
- C. Minutes
 - 1) To approve the attached September 12, 2018 minutes.
(Attachment 1)
- D. New Business.
 - 1) Update from FHS Facility and Financial Ad Hoc Committee.
 - 2) To review the draft survey questions.
NOTE: questions will be sent to committee members via email prior to the meeting.
 - 3) To review the attached survey project timeline. **(Attachment 2)**
- E. Other Business.
- F. Adjournment.

cc: Committee Members
Paula Ray, Town Clerk

Minutes are considered "DRAFT" until approved by committee.

Minutes
Farmington High School Community Survey Ad Hoc Committee
September 12, 2018

Present:

Beth Kintner, Chair	Erica Robertson, Assistant Town Manager
C.J. Thomas	Kathy Greider, Superintendent of Schools
Camille Simpson	Bill Silva, Farmington High School Principal
Maura McInnis	Nancy Nickerson, Ex-Officio Member
Chris Fagan	Kat Krajewski, Management Specialist
Bill Beckert	Matt Ross, Director of Technology, Farmington Public Schools
	Brooke Lindsley, Center for Research and Public Policy

Absent:

Ellen Siuta
Kathy Eagen, Town Manager

A. Call to Order.

The Chair called the meeting to order at 6:01 p.m.

B. Public Comment.

Jay Tulin, 39 Timberline Drive, Farmington, told the committee that in his opinion, the committee selected the right company to administer the survey.

C. Minutes

1) To approve the attached August 30, 2018 minutes.

Upon a motion made and seconded (Thomas/Simpson) it was unanimously VOTED: to approve the August 30, 2018 minutes.

D. Presentation.

1) Introduction of consultant- The Center for Research & Public Policy

Brooke Lindsley, Project Manager from the Center for Research and Public Policy, introduced herself to the committee. She said her role at tonight's project initiation meeting is to listen to the committee's discussion and create a draft of survey questions for the committee to review.

E. New Business.

- 1) Discussion of the survey methodology and overall goal of survey.**
- 2) Background and context of the High School Project.**
- 3) Begin working on the formulation of survey questions.**

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The committee had general discussion regarding the overall goal of the survey and the type of survey questions that should be asked. Committee members had been asked to prepare a one-page homework assignment on their expectations of the survey, which helped guide this discussion. Town and Board of Education staff worked together on the homework assignment and distributed the document to the committee. A copy of this document is recorded with these minutes as Attachment 1.

Overall the topics of discussion included:

- Why did people vote the way they did?
- Healing process- How can the survey act as a tool to heal the Town from the toxicity that emerged from the referendum?
- Did the cost influence the vote?
- Was the previous building committee's communication to the public effective and transparent?
- How do residents want to be informed?
- What do residents expect from the process?
- What would make people engage in the process?
- Was there an understanding of FHS's needs?
- What are the perceived needs/required needs/desired needs for FHS? It was discussed that the survey can help prioritize the needs.
- How does the community feel about going back to the drawing board?
- What is the timing of a future project?
- Phasing vs. non-phasing
- Who should we survey? This discussion included non-resident property owners and their participation in referendums.

The committee had an extensive conversation about polling registered voters vs. all residents for this survey. It was decided to survey **all residents** to understand the needs of the entire community. Statistically, a large percentage of the respondents will be registered voters due to the high number of registered voters relative to the total population. A question can also be added to the demographics portion of the survey regarding voter registration and likeliness to vote.

Kathy Greider, Superintendent of Schools, and Bill Silva, FHS Principal, discussed the importance of perspective- using this survey as an opportunity to look forward, rather than backwards. They explained that although the project failed, the facility still has needs and issues that need to be addressed. This survey is an opportunity to understand the needs of the community and what they would support. The committee was very favorable to this approach.

F. Other Business.

1) Confirm meeting schedule.

Brooke Lindsley informed the committee that she will need an end date in order to create a timeline for the survey's completion. The

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committee decided that November 8th will be the deadline for the presentation of the survey's results. Brooke said her team will work backwards from this deadline and create a timeline for the committee.

The committee decided to move meeting times to 5:30 pm. The committee has a meeting scheduled for September 20th, but it will be determined if the draft of survey questions will be ready for review by this time. Erica or Kat in the Town Manager's Office will let the committee know via email if this meeting is still on. The next meeting on the committee's schedule is set for September 27th at 5:30 p.m. in Town Hall Council Chambers.

G. Adjournment.

Upon a motion made a seconded (Beckert/Simpson) the meeting adjourned at 7:43 p.m.

Respectfully Submitted,

Kathryn Krajewski
Management Specialist

DRAFT Homework:

Some perspectives:

- Forward Vs. Backward
 - Forward – getting the opinions of people on what they will support. What do they understand about the needs at FHS.
 - Backward – Why did the last project fail? What could we have done better? Does the backwards view matter?

- Needs Vs. Money – Does the community understand that there are needs at the high school? Would that outweigh some of the sticker shock of a project? What does the community need to know to support or understand a project?

- Opinions on various concepts or philosophies
 - Do you think that the school facility has an impact on the quality of education provided?
 - How much does the cost of the project weigh into your decision on voting for or against a project?
 - How important is ADA accessibility in the school?
 - How important is maintaining the current quality of education in Farmington?
 - Is having an accredited high school important to you?
 - Do you believe there is a correlation between the quality of a Town's school system and property values?
 - What is your tolerance to pay more for any Town service in order to maintain the current service level?
 - Financing Tiers – need to come up with reasonable project buckets.

I. AWARENESS OF NEEDS:**What are the needs of the high school? 1-5 rating**

- ADA: Handicap Accessibility (see specific areas that could be listed)
- Maintaining the high school's Accreditation
- Undersized spaces impacting education (auditorium, library, cafeteria, more classroom space needed)
- Security
- Building envelope
- Code compliance
- Roof
- Energy Efficiency
- Parking lot
- Sprawl of the building after multiple additions impacting educational programming
- Other?

II. WHAT IS IMPORTANT TO RESIDENTS?

What is important to you as a resident when it comes to the FHS facility? 1-5 rating

- A facility that fully supports excellence in education today and in the future
- Safe building
- Warm and comfortable facility for students, faculty and the community
- Ensuring the building can be used as a shelter during emergencies
- ADA: Handicap Accessibility (see specific areas that could be listed)
- Maintaining the high school's Accreditation
- Undersized spaces impacting education (auditorium, library, cafeteria, more classroom space needed)
- Security
- Building envelope and safety code compliance
- Roof
- Energy Efficiency
- Parking lot
- Sprawl of the building after multiple additions impacting educational programming
- 1928 building
- Maintaining the historic look of the facility
- Other?

III. REASONS FOR VOTING OR NOT VOTING IN THE LAST REFERENDUM

Did you vote in the high school facility referendum? Yes/No

- Why or why not? (Open ended)
- What do you need to know in order to vote?
 - Needs of the high school facility
 - Cost information
 - Timeframe of the project
 - Impact on students during construction
 - Benefits of the project for students
 - Benefits of the project for the community
- What is most important to you as a voter when it comes to the high school facility? (open ended)

IV. COMMUNICATION PREFERENCES

What is the best way to communicate the needs of the high school to the community?

Rating 1-5

- Social Media
- Print
- Website
- Forums and Informational Sessions
- Focus Groups
- Videos
- Face to face conversations

- FHS facility tours
- Other?

V. COST

What is your tolerance level when it comes to the cost/benefit analysis? Rating 1-5

- New School: Approximately ____% increase in taxes
- Large Renovation: Approximately ____% increase in taxes
- Small Renovation: Approximately ____% increase in taxes
- Other (open ended)

VI. HOPES/VISION FOR THE FUTURE/GOALS

As a Farmington resident, what would you hope to achieve if a facility project was proposed and passed? Open

**TOWN OF FARMINGTON, CONNECTICUT
PROJECT TIMELINE**



Project Initiation Meeting.....	September 12, 2018
Agreement Received.....	September 12, 2018
Sample Design.....	September 12 – 21, 2018
Survey Design.....	September 15 – 19, 2018
Committee Meeting- Review Draft.....	September 27, 2018
Final Review Meeting Prior to Survey Approval	October 3 or 4, 2018
Committee Meeting (if needed).....	October 10, 2018
Survey Approval Due (Client responsibility)	October 12, 2018
Computer Programming.....	October 12 – 14, 2018
Survey Pre-Test.....	October 15, 2018
Fielding.....	October 15 – 26, 2018
Coding.....	October 26 – 28, 2018
Data Analysis.....	October 26 – 31, 2018
Analysis	October 26 – 31, 2018
Report Preparation	October 30 – 31, 2018
Presentation of Results	November 1, 2018