





# Introduction



Review Outline for Scenario B  
Implementation Planning



Discussion on Targeted Implementation  
Year



Confirm Committee's Recommendations to  
Be Presented to Board of Education



# Major Implementation Tasks

- 1) Bd. of Ed./Public Planning Process
- 2) Bd. of Ed. Approval of Plan
- 3) Bd. of Ed. – Town Council Agreement on Future of Pettibone
- 4) Staffing Assignments and Notification to Personnel
- 5) Transportation Routes Determined
- 6) Notification to Parents and Transition Plans

*Not Meant to Be All-Inclusive List - Bd. of Ed./  
Administration May Have Additional Tasks*



# Bd. of Ed./ Public Planning Process

- Bd. of Ed. Receives Recommendations – June 2013
- Considers Committee Data
- Requests Additional Data from Administration:
  - Student and Staff Assignment Simulation Including Special Education Services for 2014-15 and 2015-16
  - Detailed Cost-Avoidance Estimates with Pettibone Closure
  - Other






# Bd. of Ed./ Public Planning Process

- Invites Public Input through At Least Two Open Forums and Other Means
- Assesses Current Facilities Lease Arrangements, Works with Current Tenants to Plan Changes
- Initiates Discussions with Town Council Regarding Pettibone Future
- Confirms and/or Revises Recommended Redistricted Boundaries
- Considers Public Input



# Bd. of Ed./ Public Planning Process

-  Public Outreach and Forums More Successful When Conducted While School Is In Session
-  Significant Data Still Needed to Be Compiled by Administration Facing Competing Demands
-  Board Likely to Need At Least Three Meetings with Additional Special Meetings to Fully Analyze Recommendations



# Bd. of Ed. Plan Adoption

- Adopt or Reject Recommended Plan with Appropriate Revisions
- Review and Amend Capital Improvements Plan in Light of Any Adopted Plan



Not Likely to Occur Before Late Fall 2013 Due to Robust Public Planning Process and Considerable Bd. of Ed. Analysis Required



# Bd. of Ed. - Town Council Agreement

- Bd. of Ed. Needs to Formalize Orderly Transfer of Facility, If Adopted Plan Calls for Transfer
- Town Council May Wish to Begin Public Planning Process for Future Use



Formal Arrangements Cannot Be Reached Until Plan Adopted






# Staffing

- Review Union Contracts and Bd. of Ed. Policies for Reduction-in-Force and Transfer Provisions
- Create Seniority Lists for Employee Classifications and Share with Union Leadership
- Project Staffing Needs in Implementation Year
- Notify Personnel of Anticipated Vacancies and Need for Reduction (Statutory Deadlines and Procedures for Notification – Approx. Feb. Before Implementation)




# Staffing

- Carefully Plan Physical Move of Equipment, Teaching Materials, Etc. for Summer Before Implementation Year
- Clearly Communicate Move-Related Procedures and Deadlines to Staff and Arrange for Temporary Assistance

 Adopted Plan Required to Move Forward with This Task – Significant Administrators' Time to Work with Unions



# Set Transportation Routes

- Work with Transportation Provider to Develop New Bus Routes In Accordance with Adopted Plan and District Policies on Ride Times
- Prepare Clear Public Communications Regarding New Routes (Street-by-Street Listings) for Website and Publishing in Local Paper
-  Adopted Redistricting Boundaries and Anticipated Enrollment Lists Needed



# Transition Plans

- Notify Parents in Writing of New School Assignment At Least Six Months Prior to Closure of School
- Include Information About Transition Plan with Estimate of Timing for Various Activities and How to Find More Information



# Potential Transition Activities

- New School Visits Year Before School Closure
- New School and Teacher Visits Just Prior to Opening Under New Configuration
- Provide Opportunities for Pettibone PTA to Become Active in New Schools
- Consider Buddy System for Students Who Changed Schools
- Create Welcoming Atmosphere
- Publish New Bus Route Information
- Expect Central Office Staff to Be Accessible to Respond to Parent and Staff Concerns During Transition



# Committee Discussion

- Can Bd. of Ed. and Administration Accomplish Implementation Planning Tasks In Addition to Other On-Going Business for 2014-15 Implementation?
- 2015-16 Implementation Acceptable to Bd. of Ed. and Community?
  - Capital Improvements Savings During Planning Period?
  - Better Planning/ Smoother Transition Process



# Recommendations



Brief Review of Committee Priorities and Existing Conditions Findings



Summary of Five Alternative Scenarios Entertained by Committee



Reasons for Rejecting Certain Alternatives



Scenario B Recommendation with Analysis, Evaluation and Implementation Planning Information Including Targeted Implementation Year