



**STATE COLLEGE AREA SCHOOL DISTRICT  
ADMINISTRATIVE OFFICES**

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To: Board of Directors

From: Robert J. O'Donnell

Re: Draft Educational Specifications Document - Proposed Board Process

Date: September 5, 2013

As part of our High School Project timeline, the Board is scheduled to consider approval of an updated draft of the High School Educational Specifications document this fall.

My intent is for you to help refine our work and support moving these important details to our architectural firm, Crabtree Rohrbaugh and Associates, so they are able to continue their work developing the selected concept for the project. These are critical steps in our pre-referendum work.

Below is a proposed timeline that I am suggesting as you consider how you will work toward an updated version of the Educational Specifications draft that the Board would support moving forward.

1. September 9, 2013: Board Meeting
  - a. Discuss Board process for proposed Education Model & draft Educational Specifications
2. September 11, 2013: Community Forum
  - a. Share proposed Education Model & draft Educational Specifications
  - b. Obtain questions and thinking from community
3. September 16, 2013: Board Work Session
  - a. Comparison with 2009 Educational Specifications document & additional Board Member questions
  - b. Share and discuss community feedback
4. September 23, 2013: Board Meeting
  - a. Further discussion, clarification and refinement of Educational Specifications and Educational Model
5. October 14, 2013: Board Meeting
  - a. Board adoption of draft Educational Specifications & Educational Model

In addition, Ed Poprik and I would like to discuss the possibility of you providing a charge for an advisory committee and/or a board subcommittee to assist with aspects of this planning effort.