

**MINUTES OF THE HYBRID WBOE AD HOC ENROLLMENT, INSTRUCTIONAL NEEDS AND  
SPACE PLANNING COMMITTEE MEETING**

Wednesday, March 15, 2023

Webex: <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m7835a1cbeac240f7f409f1712a48c5ac>  
Meeting Number (access code): 2492 344 5933 Meeting Password: p4jGVde2y2P

**MEMBERS PRESENT:** Dr. Maria Madonick, Co-Chair; Lynn Piascyk, Ex-Officio BOE; Brooke Hopkins, Jeff Hughes BOE Representatives; Vonda Tencza, Co-Chair/Superintendent; Joe Crisco, BOS Representative; Susan Jacobs, Board of Finance Representative; Patti McKeon, Woodbridge community; Donna Coonan, Director of Business Services / Operations; Analisa Sherman, BRS Principal; Allie Grabowski, Katie McCollom. Teacher Representatives; Vito Esparo, Facilities Manager (4:26 PM) and Marsha DeGennaro, Clerk of the Board.

Dr. Madonick called the meeting to order (4:03 PM).

**PUBLIC COMMENT:** None

**INTRODUCTIONS:** Each Committee member introduced himself/herself.

**COMMITTEE CHARGE:** Superintendent Tencza reviewed the Charge of the Committee as approved by the Board of Education on December 19, 2023 meeting. It is anticipated that the

The Committee will explore BOWA collaborative initiatives, conduct research and gather pertinent data as part of the recommendation process. It is anticipated that the exploration process to determine whether to build, renovate or repurpose could entail a three to five year timeline. Background data reports made available to committee members from the 2012/2014 building renovation project included the 2011 Fuss & O'Neil Report, the AKF Educational and the Van Zelm HVAC proposal. Proposals from 2021/22 include the Fuss & O'Neil Drainage Improvement, Roofing by Silver Petrucelli, Sealcoating, Ad Hoc Capital Planning and Budget Reports, BOWA Graduate, Van Zelm Retrocommissioning Report, Prowda Enrollment Projections and Titan Solar. The committee also received the October 13, 2022 minutes from the BRS Town Building Committee meeting. Also provided was a CABA presentation from the Bristol School District on their recent process.

It was determined the meeting schedule would commence at 4:30 PM on each of the following Wednesday dates: March 29, April 19, May 17, May 31 and June 7. Internally, a separate Ad Hoc User Group has been established as well for email and documentation purposes. It is anticipated that guest speakers, familiar with this type of process, will be invited to attend either the March or April meetings. The next meeting will also have an overview of current space utilization within the building.

Meeting Adjourned: 4:38 PM.