

**KINGSTON HILL ACADEMY  
PLANNING COMMITTEE MEETING  
MEETING MINUTES  
March 1, 2016 at 5:00 p.m.**

**Committee Members Present:** Mr. Steve Nardelli, Ms. Helen Morcos, Ms. Linda Paolillo, Dr. Lionel Murray, Ms. Amy Walsh, Ms. Johnna Bicknell  
**Recording Secretary:** Ms. Linda Ollari

**1. Discussion of the Grade Level Configuration and Number of Classes/Students for the 2016-2017 School Year**

There are currently nine classrooms consisting of 2 Kindergarten, 2 First Grade, 2 Second Grade, 1 Third Grade, 1 Fourth Grade, and 1 Fifth Grade.

Based on current classrooms, next year's classrooms will be 2 First Grade, 2 Second Grade, 2 Third Grade, 1 Fourth Grade, and 1 Fifth Grade. Current space at KHA will only accommodate 9 classrooms, which means there is room for only one Kindergarten class.

Discussion focused on the importance of having two Kindergarten classes. All Committee members agreed that it is essential for KHA to have two Kindergarten classes and that eliminating Fifth grade is not on the table. Options for accommodating two Kindergarten classes were discussed as follows:

- 1) Temporary structure/modular unit. Ms. Morcos will have the Facilities Manager contact modular companies for pricing.
- 2) Permanent buildout. Ms. Morcos will contact the architect/builder to discuss.
- 3) Temporary internal changes (least desirable option)
  - Take over staff lounge
  - Divide multi-purpose room in half
    - o Would need to add an exit door
    - o All students would need to eat in classrooms instead of multi-purpose room
- 4) Proceed with expansion plans. Would need to apply for housing aid approval; housing aid session is now closed. This would cause delays.

Finances need to be determined. Ms. Morcos will gather financial information in advance of next week's Board meeting, although KHA has not received per pupil cost and state aid figures from the State yet. Ms. Walsh suggested raising funds through a capital campaign.

**4. Adjournment**

Mr. Nardelli requested a motion to adjourn. The motion was made (Ms. Walsh), was seconded (Ms. Bicknell), and was passed unanimously by all Committee members present. No Committee members abstained. The meeting was adjourned at 5:45pm.

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