



# Iowa City Community School District

## Educational Services Center

1725 North Dodge Street • Iowa City, IA 52245 • (319) 688-1000 • Fax (319) 688-1009 • [www.iowacityschools.org](http://www.iowacityschools.org)

February 5, 2013

University Heights City Council  
(Delivered via email)

Stephen F. Murley  
Superintendent of Schools

To Whom It May Concern,

Ann Feldmann  
Assistant Superintendent

Rebecca Furlong  
Assistant Superintendent

David Dude, Ph.D.  
Chief Operating Officer/  
Chief Technology Officer

Craig Hansel, Ph.D.  
Chief Financial Officer

R. Chace Ramey, Ph.D., J.D.  
Chief Human Resource  
Officer

The Iowa City Community School District is currently engaging its community in a facility master planning process. This process will be implemented with the assistance of BLDD Architects and will involve extensive community involvement. As part of that process, the District is forming a Facilities Master Planning Steering Committee (FMPSC). In order to ensure representation from throughout the District, we request that the University Heights City Council select an elected official or city staff member to serve on the FMPSC. The charge of this committee is attached for your reference. The committee will meet five times, for approximately 4 hours each on weekday evenings. The current schedule is to meet on the following dates: 2/25/13, 3/11/13, 4/17/13, 4/30/13, and 5/22/13. In addition, committee members will be expected to participate in one of three day-long visioning workshops—currently scheduled for 4/6/13, 4/8/13, and 4/9/13—and one of three day-long master planning workshops—currently scheduled for 5/11/13, 5/13/13, and 5/14/13.

Thank you in advance for your consideration of this request. Please contact either of us with questions or concerns. We would appreciate it if you could have your selection to us no later than Wednesday, February 20.

Sincerely,

*/Jeff McGinness/*

Mr. Jeff McGinness  
FMPSC Co-Chair  
[Jeff.McGinness@IowaCitySchools.org](mailto:Jeff.McGinness@IowaCitySchools.org)

*/David Dude/*

Dr. David Dude  
FMPSC Co-Chair  
[Dude.David@IowaCitySchools.org](mailto:Dude.David@IowaCitySchools.org)  
319-688-1289

Enc.

# Facilities Master Planning Steering Committee

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## Charge

The Iowa City Community School District is currently engaging its community in a facility master planning process. This process will be implemented with the assistance of BLDD Architects and will involve extensive community involvement. As a part of that process, the Facilities Master Planning Steering Committee is charged with the following: review assessment results and provide input on frameworks within which needs can be prioritized, brainstorm potential solutions, evaluate options utilizing the Quantified Learning Environment Outcomes (QLEO) master plan modeling and analysis software, and prepare recommendations for the School Board.

## Membership

- ICCSD Board Facilities Committee Chair, Mr. Jeff McGinness\*
- ICCSD Chief Operating Officer, Dr. David Dude\*
- ICCSD Physical Plant Director, Mr. Duane Van Hemert
- BLDD Representatives, Mrs. Barbara Meek and Mr. Sam Johnson
- Practicing ICCSD Elementary Teacher, TBD
- Practicing ICCSD Secondary Teacher, TBD
- Representative from the ICCSD DPO, TBD
- Representative from the facilities department of University of Iowa, Kirkwood, ACT, or Pearson, TBD
- Representative selected by the Iowa City Area Development Group, TBD
- Representative selected by the Iowa City City Council, TBD
- Representative selected by the Coralville City Council, TBD
- Representative selected by the University Heights City Council, TBD
- Representative selected by the North Liberty City Council, TBD
- Representative selected by the Hills City Council, TBD
- Representative selected by the Johnson County Board of Supervisors, TBD

\*Co-Chairs of Steering Committee

## Ex-Officio Members

- Other Board members
- Other ICCSD Administrators

## Commitment

Committee members commit to the following:

- Five committee meetings, approximately 4 hours each in evenings, February through May
- Participation in one of three day-long visioning workshops in early April
- Participation in one of three day-long master planning workshops in early May
- Honest and open deliberation taking into account needs district-wide

