

Physical Move

- ~ Won't moving students during the year be hard?
- ~ Who moves the boxes?
- ~ Use of Volunteers and students?
- ~ Professionals paid to move specialized items (for example library books, chemicals, records, etc.)
- ~ The order of the move (date/times/depts.)
- ~ Student Involvement
- ~ Having a clear system that everyone follows
- ~ Limits of what folks can take?
- ~ One coordinator at the old HA and one at the new HA
- ~ Need an elevator manager with so much on second floor
- ~ Have a "got-to" person for questions/problems

What to change / get rid of...

- ~ Add to dress code (do's and don'ts)
- ~ Consider recycling to town dump more items (i.e.books)

Staffing

- ~ Janitorial needs for a much larger school.
- ~ What kind of staff and how many will be needed to keep order in a big building?
- ~ Teachers doing some other duties?

Speakers

- ~ Dale Williams
- ~ David Greenier
- ~ Stephen King
- ~ Ricky Craven
- ~ WBRC planners as we get more specifics about design plans-interiors.
Our group and for staff
- ~Faculty Council

Visits to Building Site/ New School

- ~ People allowed.
- ~ Student + Parent visits/ Just students.
- ~ Clear schedule of opportunities to visit; students included as tour guides
- ~ Opportunities for questions/suggestions.... in a box or online
- ~ Many visits by all elements of HA to new building in 1st half of 2012
- ~ Student tour.
- ~ Alumni need to have procedure for these visits
- ~ Public tours/ or wait until open house?

Visits to Other New Schools

- ~ Cony HS Augusta
- ~ Brewer k-8

Artifacts

- ~ Identify and move into new designs those we want to take (ex. wall art, plaques)
- ~ Gather photographs and trophies and banners.
- ~ Collect oral history from staff.
- ~ Time Capsule.
- ~ Take "The Bronco."
- ~ Student Input.
- ~ Student Art.
- ~ Former Teachers/Former students.
- ~ Wood from floor of old gym/stage

Firsts and Lasts

- ~ Graduation 2012/ graduation 2013
- ~ Last Homecoming/Spirit Week
- ~ Last Semi Formal/ Prom
- ~ Last Assembly
- ~ Last lunch and bell
- ~ Last Day
- ~ First Day
- ~ First Assembly
- ~ Lunches (procedures)
- ~ Special attention to Juniors who will only be in the new building 1 year.
First Graduating Class.
- ~ Emotional Support for All

Rituals

- ~ School schedule (A/B 4 block schedule..4X4's ... 6 weeks straight classes/
1 week of trips, speakers, assemblies, all other)
- ~ Assemblies.
- ~ Ringing of bell after games won and graduation.
- ~ Semi-formal.
- ~ Pep Rallies/ Spirit Week.
- ~ Wed. faculty meetings.
- ~ Gathering before school.
- ~ Parking spots
- ~ Lunch periods... 3 lunches.

Ownership

- ~ Feeling of ownership not only of whole building but of wings or other sub areas as well
- ~ Ownership activities for both the faculty/staff, students & outside groups who will use the building
- ~ Keeping new rooms new...but with character
- ~ Helping students take ownership to help cut down on vandalism and to keep school clean
- ~ Student help with planting/ landscape.
- ~ Class gifts or decisions left up to individual classes

Climate

- ~ How do we identify new climate desired?
- ~ What of present climate to keep?
- ~ How do we transfer what we want to new building?
- ~ Role of Departments.
- ~ Culture.....Priorities
 - a. Academic or ? (do we change schedule, course offerings, code of conduct, regulations)
 - b. Expectations..... As a body/Personal
All need to be considered..... Students, Teachers, Staff, Admin.
Success for all. What do we want our school to look like?
 - c. Attitude.....arriving at school with purpose.
 - d. Best of the old identified and spoken about with all of the stakeholders.
Best of "what could be" identified and discussed.

Students

- ~ How will that year's freshman class be introduced?
- ~ Will be big change for students. More of a closed campus/not being able to walk outside as freely.
- ~ Can student input be heard for curriculum changes.. extra classes (ex. languages, arts, etc.)
- ~ Change course offerings for students (traditional science or ecology/astronomy)
- ~ Form Student group to help with recycling.
- ~ Provide opportunities for students to be class teaching assistants & tutors

Updating faculty and Staff

- ~ WEBSITE
- ~ Storage space allocation.
- ~ How will things be known? Timetables of Announcements?
- ~ Updates/ Timetable posted somewhere. Maybe a backward countdown clock or chart.
- ~ Academic Advisory

Acclimatize Staff and Faculty

- ~ Virtual renderings of school and classrooms
- ~ Changes in technology.... training issues.
- ~ Vision new Values and Norms
- ~ To new room accommodations
- ~ Buy and train on whatever new Portable, equipment we can in the year before we move
- ~ Training ongoing the the new HA for at least a year
- ~ Have a suggestion/question box on the Website

Public Relations

- ~ Webcam at building site
- ~ Link 22
- ~ Update the District website and the HA website regularly
- ~ Classroom “books” written by elem. students who watch the building being built outside their windows. (Future HA students).
- ~ Pick one idea or thing to get started on with staff so they feel part of the process now..... as early as possible.
- ~ Update (short and quick) school board on a regular basis to let them know where we are in the transition process.

Policies and Procedures

- ~ Emergency.... and policies re visitors.
- ~ Food During the day and Games
- ~ Daily Routines.
- ~ Integration of ALT Ed. while keeping with its purpose
- ~ Lunch / Will it be the same?
- ~ Attendance.
- ~ Schedule & time to move in between classes.
- ~ Building/facility use by outside groups.
 -communication to
 - where not to go on the property
- ~ Use of “special rooms” and facilities.
- ~ Rules for stairs (i.e. food, gum, drinks, loitering).
- ~ Weekend school access for staff.
- ~ Custodian in building when used by group