



East Lyme Public Schools

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SUPERINTENDENT
James D. Lombardo, Ed. D.

BOE Approved
5/13/14

TO: East Lyme Board of Education
From: James Lombardo, Superintendent and Tim Hagen, ELBOE Chair
Subject: Charter for the East Lyme Elementary Schools Design Steering Committee
Date: May 13, 2014

The Design Steering Committee for the East Lyme Elementary Schools is charged by the East Lyme Board of Education to work on behalf of the ELBOE with Jacunski Humes Architects, LLC as they evaluate and examine the existing facilities (Flanders Elementary School, Lillie B. Haynes Elementary School and Niantic Center School) in light of current utilization and enrollment projections; review the recommendations of the East Lyme Public Schools Facilities Vision Task Force; and make recommendations to the East Lyme Board of Education regarding the best options including renovation and new construction options, as well as navigate and facilitate the referendum and State of Connecticut grant approval process and prepare design documents for the construction of the Project.

The Design Steering Committee responsibilities are as follows:

- Serve as a resource and support for Jacunski Humes in assuring broad engagement with the district and community in all aspects of the project
- Provide perspective of East Lyme culture and interpretation of community feedback
- Engage in understanding and developing project details including education specifications; enrollment; reimbursement strategies; and facility design options
- Engage in building communication packages for various stages of the design phase and participate in their communication
- Assure and participate in keeping the Board of Education informed of schedules, issues, and evolving recommendations
- Engage with communication to other Town Boards on program development and recommendations
- Support and participate in final recommendations to Board of Education on the Design for the East Lyme Elementary Schools by Jacunski Humes.