

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Facility Issues</b>	
1. What if Sligo MS projections are wrong?	Based on current elementary school enrollment, MCPS does not expect the Sligo MS projections to increase. However, the capacity of the middle school in the upper and main levels can accommodate any unforeseen increases in enrollment.
2. Can MCPS relocate the administrative offices (Infants/Toddlers, Vision/Hearing, Paws, and Hands on Science) to another building?	MCPS staff is working with Sligo MS to determine if additional space is needed to accommodate the middle school instructional program. At this time, the relocation of offices is not necessary to accommodate the middle school program.
3. Could the lockers on the lower level be used by the Oakland Terrace ES students by dismantling the locks?	Staff from the Department of Facilities Management will work with the Oakland Terrace ES staff to identify solutions for storage of students' belongings during the implementation planning phase.
4. Are there enough lockers for the middle school students on the main and upper levels? Will the lockers on the lower level need to be used by middle school students?	There are more than enough lockers on the main and upper levels of Sligo MS to serve the middle school students. The lockers on the lower level will not need to be used by the middle school students.
5. Are the classrooms equipped with telephones?	Similar to Oakland Terrace ES, the classrooms at Sligo MS are not equipped with telephones.
6. Do the classrooms have cubbies? If not, can portable ones be provided?	The classrooms at Sligo MS do not have student cubbies. Staff from the Department of Facilities Management will work with the Oakland Terrace ES staff to identify solutions for storage of students' belongings during the implementation planning phase.
7. Is there a computer lab and will it accommodate our students? If so, what software is available?	There is no computer lab located on the lower level of Sligo MS, however, each classroom can be equipped with computers to serve the instructional needs of the Oakland Terrace ES students.
8. Are there sinks in the classrooms?	The middle school classrooms do not have sinks.
9. Will there be a space for a small media center? Will students be able to check out materials?	Yes, a space will be identified to serve as a satellite Instructional Media Center for the Oakland Terrace ES students.
10. Are the classrooms at Sligo MS approximately the same size as the Oakland Terrace ES rooms at OTES?	The classrooms at Sligo MS are similar in size to the standard Grades 1–5 classrooms at Oakland Terrace ES.
11. How will indoor recess be handled?	Similar to current practice at Oakland Terrace ES, if needed, indoor recess will occur in the classrooms.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Facility Issues</b>	
12. Will there be storage space? The Oakland Terrace ES teachers currently have a basement storage area for 10-12 portfolios (large poster size) and 15-20 boxes of copy paper per teacher where centers and monthly teaching materials are kept. The storage in the classrooms is not adequate. Will additional storage space be provided?	The classrooms have storage available. Staff will explore other options to provide additional storage for the Oakland Terrace ES supplies. In addition, some of instructional materials will continue to be stored at Oakland Terrace ES.
13. How far will the classrooms be from the main office and nurse's office?	A room next to the entrance of the lower wing will be used as the elementary school satellite administration office. MCPS staff will work with staff from the Department of Health and Human Services to identify a service delivery model for the elementary school students.
14. Does a dedicated stairwell exist for emergency evacuation of Oakland Terrace ES students?	The proposed location for the Oakland Terrace ES students is on the ground level so no dedicated stairwell is required for emergency evacuation.
15. Is there a playground? Can it be fenced in? Is there playground equipment and play area for the Oakland Terrace ES students?	There is a grassy play area next to the proposed location for the Oakland Terrace ES students. The middle school does not have play equipment.
16. Can the cafeteria be used for a.m. specials?	The cafeteria will be available in the afternoon for physical education classes.
17. Are the bathrooms appropriate for Oakland Terrace ES students and will they be separate from middle school students? Are there bathrooms in the classrooms? Are the sinks the correct height for Oakland Terrace ES students? And how about the water coolers?	The classrooms do not have bathrooms. The lower wing has sufficient bathrooms to serve the Oakland Terrace ES students. The middle school students will not be permitted to use these bathrooms.
18. Will relocatable classrooms still be necessary at Oakland Terrace Elementary School?	Relocatable classrooms will still be necessary to accommodate students at Oakland Terrace Elementary School. However, staff does not project a need for additional relocatables if some of the students are relocated to Sligo MS.
19. Is there enough parking for the Oakland Terrace ES staff?	This issue will be addressed during the implementation planning phase beginning in March 2010.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Facility Issues</b>	
20. Will the Oakland Terrace ES teachers have a workroom area or access to an area with a copier, large paper cutter, and electric stapler?	Yes, a space will be identified at Sligo MS to serve as a workroom with access to a copier, paper cutter, and electric stapler.
21. Will the Oakland Terrace ES students spend their whole day in one room?	The lower level has space to accommodate a satellite Instructional Media Center, as well as a art and music. The students will have the special classes delivered in other spaces. In addition, the students will use the cafeteria for lunch and will have an area outside the lower wing for recess and outdoor PE.
22. How will gym classes for middle school students be impacted? Where will elementary school students have recess, if any?	Gym classes for Sligo MS students will not be impacted by this plan. Recess is planning to be scheduled outside unless inclement weather and elementary physical education will occur in the cafeteria in the afternoon.
23. How will Sligo's ability to have assemblies or other meetings be impacted (gym, cafeteria use by K students)?	Sligo MS use of the gym for assemblies will continue with no foreseen conflicts. Oakland Terrace ES assemblies will occur in the cafeteria. Advanced planning will need to occur for any special situations.
24. If Sligo teachers must "float," where will their home base be for instructional materials and personal belongings?	This issue will be addressed during the implementation planning phase beginning in March 2010. Some possibilities include using the team offices as home base or a classroom that the "floating" teacher shares most of the time.
25. Where will teachers be able to have a computer for planning period if their classroom is occupied by a floater?	This issue will be addressed during the implementation planning phase beginning in March 2010. Teachers will have access to computers during their planning period.
26. Will Sligo teachers and students lose any of the Promethean Boards they now have? How will access be guaranteed (moving of boards, etc.)?	As appropriate, Promethean boards will be moved to any rooms used by Sligo MS staff that do not have them— which is a very limited number.
27. How will BEST classes be accommodated as many classes are doubled up now?	This issue will be addressed during the implementation planning phase beginning in March 2010.
28. How will intercom system be used? Will we need separate system for K hall and their "office"?	This issue will be addressed during the implementation planning period beginning in March 2010.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Facility Issues</b>	
29. How much budget will be spent on facility changes such as bathrooms if this is only a two-year move? Is there a cost/benefit being performed on those issues? Will Sligo bear the cost of these changes and the "back to normal" changes in two years? Will the county agree to return Sligo to "normal" after the move?	At this time, no significant facility changes have been identified to accommodate the Oakland Terrace ES students. If any changes are required, they will be funded through the Capital Improvements Program. In two years, after Downcounty Consortium ES #29 opens, Sligo MS will return to using the entire building. The proposed plan is a temporary.
30. Is there sufficient parking for additional staff and others?	This issue will be addressed during the implementation planning period beginning in March 2010.
31. Will Sligo retain book storage space?	This issue will be addressed during the implementation planning period beginning in March 2010.
32. Will there be paid time in summer for teachers who are required to move rather than being required to use August preservice days for setup and moving?	No, there will not be additional paid time for teachers to move to another classroom during the summer. It is not unusual for teachers at any school to move classrooms within a building from year to year.
33. Will teachers be given a chance to give input on room sharing after the final decision on the plan by Dr. Weast?	Teachers will have input but final determination will be made by the principal and his designee/master scheduler.
34. As we do not have media center materials that are age appropriate, how will those be added or will elementary school students use the media center?	A space will be identified in the lower level to serve as a satellite media center containing age appropriate materials for the elementary school students.
31. Where will middle school furniture removed from the lower wing be stored?	This issue will be addressed during the implementation planning period beginning in March 2010.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Elementary School Operations Issues/Instructional Program</b>	
1. Who will handle tardy arrivals? Leaving early? Discipline issues?	These duties are related to the staffing issues and the need for an administrator and/or clerical staff at the satellite location.
2. How will special education services be provided? Will the special education teacher stay with us?	Special education services will be delivered the same manner as currently delivered at Oakland Terrace ES.
3. How will the media center work?	A small satellite media center will be created at Sligo MS in the lower level of the school. Oakland Terrace ES staff will travel to Sligo MS to serve the Oakland Terrace ES students.
4. Will OTES “specials” staff travel to Sligo MS?	Yes, the current Oakland Terrace ES teachers for Art, Music, Physical Education, and Media Center will travel to Sligo MS.
5. How will Oakland Terrace ES students participate in physical education (PE), library, art and music? Is there a gymnasium for the elementary school physical education program? Is there space for art, music, and a small media center?	There is space in the lower level of Sligo MS to serve art, music, and a small instructional media center. Staff is exploring options to use for physical education.
6. How will specialty teachers such as ESOL, reading, speech be handled? Will the students need to go to OTES or will the staff travel to Sligo MS?	The specialty teachers will travel to Sligo MS to provide services to the Oakland Terrace ES students.
7. How will students/parents receive flyers and announcements?	As is the current process at Oakland Terrace ES, all information will be delivered electronically to the students/parents, or sent via email/fax to Sligo MS for copying and distribution to the Oakland Terrace ES students.
8. Will the counselor come to Sligo MS?	Yes, the counselor will travel to Sligo MS to meet with the Oakland Terrace ES students.
9. How will serious discipline issues be handled that need an administrator’s assistance?	Oakland Terrace ES staff that is assigned to Sligo MS will address discipline issues. This question needs to be addressed through staffing allocations.
10. How often will Ms. Pulliam and/or Ms. Ryan be at the satellite school? Daily, if so, how long during the day will either be there?	Ms. Pulliam will oversee both locations, and will spend time at both schools as needed.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Elementary School Operations Issues/Instructional Program</b>	
11. What will be the start and finish time for recess and does this reflect what the current schedule is at the middle school?	The elementary school students will eat lunch after the middle school students. Because middle school students do not have recess, there will be no conflict with the current schedule.
12. Will there be any daily interaction with the middle school students?	There will not be daily interaction of the elementary school and middle school students. Planned and supervised opportunities for the middle and elementary schools to interact may be provided.
13. What will parent participation be like at the satellite school in terms of volunteering in classroom, cafeteria, recess etc?	Full parent participation will be available and encouraged for the Oakland Terrace ES community.
14. How will students participate in assemblies for Oakland Terrace?	Assemblies are provided through the school PTA. Staff will work with the PTA to identify appropriate programs for the Oakland Terrace ES students.
15. How will Oakland Terrace ES students participate in after school activities? (i.e. Mad Science, Round House Theater, etc.)	Staff from the Department of Transportation is developing a plan to ensure that the Oakland Terrace ES students who attend Sligo MS will arrive at Oakland Terrace ES in time to participate in after school activities.
16. How will the Oakland Terrace ES teachers feel about being isolated in another school? Won't that affect their morale? How will the Oakland Terrace ES teachers communicate with the Oakland Terrace ES campus when administration help is needed?	The teachers will have opportunities to collaborate as a team and will participate in staff activities at Oakland Terrace ES.
17. Concerns have been raised that teachers would leave OTES.	At this time, no teachers have expressed interest in leaving Oakland Terrace ES. The Oakland Terrace ES teachers have expressed support for the proposed plan.
18. What is the middle school bell schedule and how will that affect the Oakland Terrace ES instruction? Will it be distracting to the students?	This issue will be addressed during the implementation planning phase beginning in March 2010.
19. Will the Oakland Terrace ES students be part of the Sligo MS Code Red/Code Blue and fire drills?	This issue will be addressed during the implementation planning phase beginning in March 2010.
20. If Sligo MS shuts off the lower wing's intercom, how will the Oakland Terrace ES students hear the Code Red/Code Blue announcements?	This issue will be addressed during the implementation planning phase beginning in March 2010.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Elementary School Operations Issues/Instructional Program</b>	
21. Can money/funds for Downcounty Consortium ES #29 guided reading books be allocated now to buy books for use at Sligo MS and then have those books moved to the new school when it opens?	This issue will be addressed during the implementation planning phase beginning in March 2010.
22. If there is an emergency situation such as weather, tornado, etc. that comes up after Sligo MS is dismissed but before Oakland Terrace ES kids are dismissed, what administration will manage the situation? Will an administrator at Sligo MS be available to assist the Oakland Terrace ES staff and students?	Sligo Ms staff will be available to assist the elementary school staff and students in the event of an emergency situation.
23. The introductory Foreign Language for Elementary Schools (FLES) classes are for Oakland Terrace ES and 1st grade and one class is 8:15 am? How will this plan impact the program? Can there be a morning program at Sligo for the Oakland Terrace ES students?	This issue will be addressed during the implementation planning phase beginning in March 2010.
24. Can the elementary school day at Sligo MS be shorter so the Oakland Terrace ES students don't have to be on the bus as long?	The school day will not be shortened. Transportation is developing a plan to minimize the travel time on the bus for the Oakland Terrace ES students.
26. Can the 5th graders still be patrols if they go to Sligo MS and still serve on student government?	Moving the 5th grade students to Sligo MS would not offered the same opportunities for students to serve on student government or as patrols.
27. How will recess be handled? Who will supervise the students during lunch and recess?	An area on the Sligo MS site will be identified for use by the elementary school students for outdoor recess and physical education. Oakland Terrace ES staff will be responsible for supervising the students during lunch and recess.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Middle School Operation Issues</b>	
1. How will the school limit the interaction of middle and elementary school students?	There will not be daily interaction of the elementary school and middle school students. Planned and supervised opportunities for the middle and elementary schools to interact may be provided.
2. Will there be increased class size at Sligo?	Staffing at Sligo MS will be allocated using the staffing ratios that will be approved for the FY 2011 Operating Budget. This plan will not impact class size at Sligo MS.
3. Can current Promethean boards in 8 <sup>th</sup> grade wing be moved to middle school classes?	This issue will be addressed during the implementation planning phase beginning in March 2010.
4. Will the Oakland Terrace ES students be interacting with the middle school students incoming or exiting the play area?	Movement of Oakland Terrace ES students will be supervised at all times.
5. What time does the Sligo MS staff leave the building?	The duty day for Sligo MS staff is 7:30 am–3:00 pm. Many teachers work beyond the duty day.
6. Will Oakland Terrace ES students be interacting with middle school students on their way to specials?	The elementary school students will be escorted through the building for all transitions. Most of the special classes will be offered in the same area as the classrooms. In addition, the elementary school students will travel in the building while the middle school students are in class.
7. What kind of “controlled” exposure between the populations do you envision?	Controlled opportunities for the students to interact may be provided such as middle school students reading to the elementary school students, assisting with snack time, as well as opportunities for middle school students to earn student service learning hours.
8. How will Oakland Terrace ES student health issues be addressed in the middle school health room? Is the staff at the middle school equipped to handle elementary age students?	MCPS staff is consulting with staff from the Department of Health and Human Services to address the health room issues.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Middle School Operation Issues</b>	
10. If the administrative offices currently at Sligo MS are not relocated, how will the hallways at Sligo MS be divided by grade level?	This issue will be addressed during the implementation planning phase beginning in March 2010.
11. How many Sligo MS teachers will have to be on carts?	This issue will be addressed during the implementation planning phase beginning in March 2010.
12. What extra support staff will be available the first two weeks of school at Sligo MS to help the Oakland Terrace ES students transition and get used to the new routine?	This issue will be addressed during the implementation planning phase beginning in March 2010.
13. Can the middle school students help with the Oakland Terrace ES students as a reward program for the middle school students?	Oakland Terrace ES staff will be available to help the students with the transition. Paraeducators will be available in the morning and the afternoon.
14. The middle school is going to be feel much more dense for the Grade 6–8 students and staff because of less space.	This issue will be addressed during the implementation planning phase beginning in March 2010.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Safety and Security Issues</b>	
1. Who will be responsible for security of the students?	Oakland Terrace ES staff will have the primary responsibility for the safety of the students. Sligo MS staff will be available to assist when needed.
2. How will students elementary and middle students be segregated in the school? These students may mingle at the beginning or end of day or at lunch. This situation is inappropriate.	Controlled and supervised opportunities for the students to interact can be provided such as middle school students reading to the elementary school students, assisting with snack time, as well as opportunities for middle school students to earn student service learning hours.
3. How will MCPS ensure the safety of our children?	The safety and security of students is the school system's first priority. Oakland Terrace ES staff will have the primary responsibility for the safety of the students. Sligo MS staff will be available to assist when needed.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Continuity/Community Issues</b>	
1. Will the Oakland Terrace ES students stay at Sligo MS for two years?	Staff will present all options to the superintendent for his review and consideration before making a recommendation.
2. How will they participate in assemblies? Announcements? Activities like the book Fair and Walk for the Homeless?	Oakland Terrace ES students housed at Sligo MS will be given the same opportunities to participate in school events. Once a decision is made on the interim plan, staff will work with the PTA to provide these opportunities.
3. How will students at Sligo MS be involved in the greater Oakland Terrace community? How can one community be created with students in two building?	Oakland Terrace ES staff will work with the community to ensure that the students in both building feel part of the greater Oakland Terrace ES community.
5. How will Back to School Night and teacher conferences be handled for families with students at both schools? Will they be on different days/times?	The school currently holds Back to School night on two separate nights. If needed, the Back to School night at Sligo MS will be scheduled on a night different from those at Oakland Terrace ES. Parent/teacher conferences will be scheduled with the individual teacher.
6. What if parents and community members are not supportive of the idea of a satellite campus? Does this option require a mandate of support?	The superintendent will make a recommendation concerning interim space for Oakland Terrace ES on February 12, 2010. The Board of Education will have a work session on February 22, 2010, to discuss the recommendation; will hold a public hearing on March 3, 2010; and will act on March 22, 2010. Parental concerns will be taken into account in each step of the process.
7. Do Oakland Terrace ES parents need to sign a petition for the satellite program to determine support?	No. The superintendent will make a recommendation concerning interim space for Oakland Terrace ES on February 12, 2010. The Board of Education will have a work session on February 22, 2010, to discuss the recommendation; will hold a public hearing on March 3, 2010; and will act on March 22, 2010. Parental concerns will be taken into account in each step of the process.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Continuity/Community Issues</b>	
8. Could potential students at McKenney Hills ES and OTES be grouped together in classroom for feeling of continuity when change is made to new school?	It is not possible to predict which students will be assigned to the new school at this time. The boundary process for Downcounty Consortium ES #29 (McKenney Hills site) will be conducted in spring 2011, with Board of Education action in November 2011.
9. Who makes the final decision? Will parents' concern be taken into account?	The superintendent will make a recommendation concerning interim space for Oakland Terrace ES on February 12, 2010. The Board of Education will have a work session on February 22, 2010, to discuss the recommendation; will hold a public hearing on March 3, 2010; and will act on March 22, 2010. Parental concerns will be taken into account in each step of the process.
10. If the Oakland Terrace ES students end up attending three different schools, how will they feel a sense of belonging or school community that the Grade 4–5 students enjoy?	Staff will work with parents/students to ensure smooth transitions for students that will be switching schools.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Transportation Issues</b>	
1. What will the start time be for the Oakland Terrace ES students at the Sligo MS? Will the start time change for OTES students? What will the end time be? How will these times impact families with students in both schools?	The proposed start and dismissal times for the elementary school students are 9:15–3:30 at Sligo MS and 9:30–3:45 at Oakland Terrace ES. Those students who normally ride buses will board the same bus at the same stop whether they go to Sligo MS or Oakland Terrace ES. Those students who normally walk and would attend Sligo MS would be picked up before their siblings would walk to Oakland Terrace ES in the morning and be dropped off at Oakland Terrace ES in the afternoon to walk home with siblings. In either situation, there is minimal impact to the students and families.
2. Where will the bus drop off area be at Sligo MS? Who will oversee the drop off?	The buses will drop off students in the Sligo MS bus loop. The Oakland Terrace ES staff assigned to Sligo MS will oversee the bus loop area.
3. Will the children ride the same bus? Will they be picked up separately?	Only those students who normally walk to Oakland Terrace ES will be picked up separately. Those who currently take a bus will ride the same bus.
4. Will Oakland Terrace ES students be dropped off first? Will the travel time for Oakland Terrace ES students double?	Oakland Terrace ES students that are housed at Sligo MS will be dropped off first because their bell time would be 15 minutes earlier than Oakland Terrace ES. Students living on the east side of Georgia Avenue in the Oakland Terrace ES service area should have less than 15 minutes extra on the bus.
5. What about after school care? Who will make sure they get to the correct locations? Will the students be bussed to OTES for after school activities and before/after care?	All buses will pick up Oakland Terrace ES students at Sligo MS first in the afternoon. Students attending after school activities or aftercare at Oakland Terrace ES will be able to get off the bus at Oakland Terrace ES to attend these activities.
6. How will children get to and from the bus without the 5 <sup>th</sup> grade patrols?	Only the buses in the walk area will be without patrols. Parents or other adults who help them walk to school may need to assist the students in getting them onto the buses.
7. How will Oakland Terrace ES students be bussed to OTES for assemblies and activities? How many times will Oakland Terrace ES students need to be shuttled for assemblies?	Oakland Terrace ES staff will work with the Department of Transportation to arrange transportation for special events.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Transportation Issues</b>	
8. Will MCPS retain different ES/Sligo MS start times?	Yes. Sligo MS school hours are 7:55 am–2:40 pm. Oakland Terrace ES at Sligo MS school hours would be 9:15 am–3:30 pm and Oakland Terrace ES school hours would be 9:30 am–3:45 pm.
9. Will more buses be required for the OTES students?	The only additional buses proposed are those required for current walkers who will be bused to Sligo MS. At this time it is anticipated that one or two additional buses may be needed.
10. Will there be use of separate entrances/exits at Sligo MS?	Yes, there will be a separate entrance area at Sligo MS for the elementary school students, staff, and visitors.
11. If a student is left on the bus will they return to OTES or Sligo MS?	The student would be returned to Oakland Terrace ES.
12. Can Oakland Terrace ES start earlier and have one of the other elementary schools who currently start early, start later? That way the buses would just have to switch routes and not have additional buses on the road?	Because buses will serve two building for Oakland Terrace ES students, only the later tier bell schedule will work for the proposed plan. In fact, if Oakland Terrace ES were currently an early tier school (8:50 am–3:05 pm), the start time would be changed to the late tier to facilitate transporting students to/from two buildings.
13. If you can see Sligo MS from your house will Oakland Terrace ES students have to get a bus? We are happy to walk our child to Sligo MS and then drop off the older children at the bus stop which is around the corner from Sligo MS?	Parents will be given the option of walking their students to Sligo MS.
14. In order to address the later start time for OTES students, how about offering one or no after school activities to Oakland Terrace ES students, because they are so tired/burned out anyway?	All after school activities are optional, so families will be able to choose whether their students participate in after school activities.
12. How will activity bus pick up be handled if it coincides with K dismissal?	There will be no conflict with the buses. The Oakland Terrace ES buses will pick up students at 3:30 pm. The Sligo MS activity buses pick up students at 4:15 pm.
13. What will be done to deal with increased traffic in an area that already has traffic issues? What additional measures or changes to traffic pattern of Sligo will be made?	This issue will be addressed during the implementation planning phase beginning in March 2010.
14. What effect will the close-off of the lower doors to middle school students have on release process in afternoon?	Sligo MS students will need to dismiss from the 1st floor and no longer from the ground level floor.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Food Services Issues</b>	
1. What will be the start and finish time for lunch and will it impact the middle school lunch schedule?	The start time for Oakland Terrace students lunch will be approximately 12:30 pm, after the middle school lunches are served. This time will not impact the middle school lunch schedule.
2. Who will supervise the students while waiting to buy lunch in the hallway? What staff will be responsible (security? Paraeducators?)	The students do not need to line up in the hallway. Oakland Terrace ES lunch line up will be located in the dining area, away from the middle school students. Appropriate supervision will be provided for the students during lunch.
3. Will the Oakland Terrace ES students be interacting with middle school students in the cafeteria?	No, the Oakland Terrace ES students will not be interacting with middle school students in the cafeteria. The Oakland Terrace ES students will each lunch while middle school students are in class.
4. For breakfast, should the cafeteria be the receiving area for students so the children eating breakfast can be accommodated?	This issue will be addressed during the implementation planning phase beginning in March 2010.
5. Will regular and alternate choice be offered only?	The system wide elementary school menu will be available to the Oakland Terrace ES students, just as it is currently offered at Oakland Terrace ES.
6. What is the height of the tables and cafeteria line in lunchroom?	This issue will be addressed during the implementation planning phase beginning in March 2010.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Staffing Issues</b>	
1. Will OTES administrative staff be on site at Sligo MS at all times?	Any additional staffing needs will be reviewed by the superintendent and Executive Staff prior to the superintendent's recommendation to the Board of Education on February 12, 2010.
2. Will staff be allowed to use the copier at Sligo MS?	Any additional staffing needs will be reviewed by the superintendent and Executive Staff prior to the superintendent's recommendation to the Board of Education on February 12, 2010.
3. Will Sligo MS secretaries be assigned to OTES?	Any additional staffing needs will be reviewed by the superintendent and Executive Staff prior to the superintendent's recommendation to the Board of Education on February 12, 2010.
4. Will we need a floating staff member to escort students through the building?	Any additional staffing needs will be reviewed by the superintendent and Executive Staff prior to the superintendent's recommendation to the Board of Education on February 12, 2010.
5. Will extra support staff (paraeducators, speech therapists, ESOL, AP, clerical staff) be hired so as not to burden the satellite staff?	Any additional staffing needs will be reviewed by the superintendent and Executive Staff prior to the superintendent's recommendation to the Board of Education on February 12, 2010.
6. Will MCPS hire an Assistant Principal or Principal Intern who will carry over to be the Principal at the new school?	Any additional staffing needs will be reviewed by the superintendent and Executive Staff prior to the superintendent's recommendation to the Board of Education on February 12, 2010.
7. Will Oakland Terrace ES staff be allowed to volunteer to transfer to Sligo MS?	As described in the Agreement between MCEA and the Board of Education, teachers may request a voluntary transfer by following the procedures in the MCEA contract.
8. Will extra support staff be available for indoor recess, visits to the bathroom, supporting counseling needs, supporting behavioral issues?	Any additional staffing needs will be reviewed by the superintendent and Executive Staff prior to the superintendent's recommendation to the Board of Education on February 12, 2010.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Other Issues</b>	
1. How will all decisions be communicated?	All information will be posted on the MCPS website at the following site: <a href="http://www.montgomeryschoolsmd.org/departments/planning/Index2.shtml">http://www.montgomeryschoolsmd.org/departments/planning/Index2.shtml</a> . The school will use the current means of communication to communicate the decision to the school community.
2. Will the Oakland Terrace ES classes use the Promethean Boards?	This issue will be addressed during the implementation planning phase beginning in March 2010.
3. Can Sligo get relocatable classrooms if needed?	If needed, Sligo MS would have relocatables placed on the site. At this time, the need for relocatable classrooms is not expected.
4. When will the boundaries for Downcounty Consortium ES #29 (McKenney Hills site) be determined?	A boundary advisory committee will convene in spring 2011 to evaluate staff developed options. A committee report will be submitted for the superintendent's consideration in June 2011. The superintendent will release his recommendation in October 2011 for Board of Education action in November 2011. Implementation of the boundaries will occur when the new school opens in August 2012.
5. Can MCPS determine the boundaries for Downcounty Consortium ES #29 walk area?	As mentioned above, a boundary advisory committee will convene in spring 2011 to evaluate staff developed options for the new school. Because Oakland Terrace ES and DCC ES #29 are located so close together, it is not possible to identify future walk areas for both schools at this time. Walk areas will be determined after school boundaries are adopted.
6. Having children in two schools will place an additional burden on families.	Staff will work with families to minimize the impact of having students in different schools.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Other Issues</b>	
7. Kindergarten is a challenging time in a child's life. Having them start in one school environment to switch to another add unnecessary stress and strain on their education.	Staff would work with parents and students to ensure smooth transitions.
8. Some Oakland Terrace ES students could potentially switch schools three times.	Staff would work with parents and students to ensure smooth transitions.
9. The teachers at Oakland Terrace ES should be given the opportunity to share their opinions and ideas to the community.	Staff from Oakland Terrace ES will have an opportunity to provide input at the next meeting on January 11, 2010.
10. When will the details to the plan be available? Before or after the superintendent's recommendation?	Broad details of the plan will be provided in the superintendent's recommendation, that will be released on February 12, 2010. More detailed planning will occur after the Board of Education takes action on the plan.
11. If you have an older child at Oakland Terrace ES, but turn out to live within the new DCC ES #29 boundary, will the older child have to move or will siblings stay together?	Standard procedure for a boundary change is to grandfather the 5th grade class and reassign students entering K–4 to the new school. If an entering 5th grade student in the 2012–2013 school year has a younger sibling(s), the siblings could attend different schools that year.
12. Can moving 4th and 5th grade still be considered? These students could still be patrolled at Sligo MS, which will be greatly needed with all of the transition.	Staff will present all options to the superintendent for his review and consideration before he makes a recommendation to the Board of Education.
13. Some of us attended meeting years ago about the reopening of McKenney Hills in fall 2010? What happened? We were prepared to send our students to the new school in the 2010–2011 school year.	FY 2010 funding for the new school was approved as part of the FY 2009–2014 CIP with a completion date of August 2012. Before that time, there was no completion date given for the opening of the new school. There has been no change to the completion date for the school.
14. Will it feel like a glorified preschool or like a real elementary school?	The students will receive the MCPS curriculum as they would at Oakland Terrace ES, eat lunch in the cafeteria, participate in specials, and before and after school activities, like students at Oakland Terrace ES.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Other Options</b>	
1. Will MCPS grant a Change of School Assignment (COSA) to families at OTES who do not want to segregate their sibling at this age?	Parents may request a Change of School Assignment (COSA) to another school. Parents will need to follow the COSA procedure. However, the process requires that a "hardship" be demonstrated for a COSA to be approved.
2. Are out of area students who attend Oakland Terrace ES being investigated?	This issue will be addressed during the implementation planning phase beginning in March 2010.
3. Can the older children be moved instead?	Staff will present all options to the superintendent for his review and consideration before he makes a recommendation to the Board of Education.
4. Can students eat lunch in classrooms?	Having students eat lunch in the classroom will not alleviate the other space issues at Oakland Terrace Elementary School including the limited number of restrooms, limited play area ,and ensuring the safe arrival and dismissal of students.
5. Can the school double up classes?	Having classes double up in classrooms will not alleviate the other space issues at Oakland Terrace Elementary School including the limited number of restrooms, limited play area ,and ensuring the safe arrival and dismissal of students.
6. Has MCPS looked into leasing Montgomery College Arts and Science building?	The building is currently owned by the Montgomery College Foundation. The owners are in the process of working through options for disposing of the property and thus are not able to commit to a short-term lease. In addition, the building contains lead and asbestos and would require hazardous material abatement as well as renovation before it could be used for school purposes.
7. Has MCPS looked into reusing Forest Grove?	The building is currently owned by Montgomery Government and is leased to Holy Cross Hospital, which has been a long-term tenant. Board of Education action through the Capital Improvements Program (CIP) is required for the long-term use of a closed school is before the Board of Education can pursue reusing a closed school.

## Oakland Terrace Elementary School Satellite Location Planning Grid

Issue/Question	Proposed Solution/Answer
<b>Other Options</b>	
8. Has MCPS looked into Kensington-Forest Glen playground?	The Forest Glen Park is located in the Oakland Terrace Elementary School service area. It is approximately 3.6 acres and contains basketball courts, an play area and picnic tables. It is not located adjacent to Oakland Terrace ES or Sligo MS so it could not be used during the day for recess.
9. What other locations/options are being considered? When will they be presented to the community?	Please see questions 6, 7, and 8 for other locations that have been explored by MCPS staff.
10. Why not move the 1 <sup>st</sup> -3 <sup>rd</sup> grade students instead? Losing leadership opportunities for 4th and 5th graders does not seem to be a good reason. Need to find the best grade to move to Sligo MS.	Staff will present all options to the superintendent for his review and consideration before he makes a recommendation to the Board of Education.
11. What about the area to the lower left of Oakland Terrace ES where the extra play area is? Can class size be increased to 20:1 and use space in the building?	As stated in questions 4 and 5, additional students in the building will not alleviate the other space issues at Oakland Terrace Elementary School including the limited number of restrooms, limited play area ,and ensuring the safe arrival and dismissal of students.
13. Can Oakland Terrace ES students in 2010–2011 get priority entrance for lottery programs such as Spanish and French immersion?	The only students that are given priority entrance to the lottery programs are siblings of students already in the program. Any other priority could not be fairly applied to students at other schools across the school system.
14. Can parents request a COSA to another elementary school until the new school opens?	Yes, parents may request a Change of School Assignment (COSA) to another school. Parents will need to follow the COSA procedure. However, the process requires that a "hardship" be demonstrated for a COSA to be approved.
15. Can the new school be paired with Oakland Terrace ES, with the new school opening as a K–2 school and Oakland Terrace ES serving Grades 3–5 (or vice versa).	These schools cannot be paired because neither school was designed to serve a K–2 population with class-size reduction which requires more classrooms than a regular school. The McKenney Hills site could not accommodate a primary school.