



Superintendent's Advisory Council on Sustainability

Minutes from the August 24, 2021, Meeting KLC, Room 1101 A/B

Meeting Outcome:

Members received reports of August Sub-Committee meetings, as well as updates on Energy & Sustainability in PWCS, became aware of the CIP process and timeline, and discussed Sub-Committee meeting schedules for this school year.

Members in Attendance:

Tony Bright	Leyla Hopkins	Melinda Landry
Karen Carney	Sheila Huckestein	Earnie Porta
Hannah Casey	Kristine Johnson	Don Richardson
Meredith Holland	Rob Johnson	Ramona Richardson

Members Absent:

Ben Kim	Angela Stouffer
Dakota Russell	John Wheeler
Tim Snee	

PWCS Facilitators/ Observers:

Dave Beavers	Bryan Conrad	Alan Hunter	Jessica Weimer
Dominik Bonshire	Brian Gorham	Jeanne Jabara	
Al Ciarochi	James Higgins	Jennifer Rokasky	

Agenda Item	Most Responsible Person	Comments
Call to Order	Don Richardson, Chair	<ul style="list-style-type: none"> • Mr. Richardson called the meeting to order at 7:01 p.m.
Opening Remarks and Approval of 06.03.2021 Meeting Minutes	Don Richardson, Chair	<ul style="list-style-type: none"> • Dr. Porta made a motion to approve the minutes. • Ms. Landry seconded the motion. • Motion passed 10-0 (7 not present at vote).
Citizen Comment Time	Don Richardson, Chair	<ul style="list-style-type: none"> • 2 citizens signed up to comment: <ul style="list-style-type: none"> ○ Mr. Fagerholm – Native plants, Grow Not Mow, and MS4 Permit; and ○ Mr. Grymes – Safe Routes to Schools (SRTS).
Guest Speaker	Dr. LaTanya D. McDade, Superintendent	<ul style="list-style-type: none"> • Dr. McDade addressed Council members, staff, and attendees and presented the School Division’s shared vision for the upcoming iteration of the Strategic Plan. <ul style="list-style-type: none"> ○ The Strategic Plan includes four key commitments: <ul style="list-style-type: none"> ▪ Learning and achievement for all; ▪ Positive climate and culture; ▪ Family and community engagement; and ▪ Organizational coherence. ○ There will be an opportunity for community input during goal development. ○ The public launch will be this fall.
Sub-Committee Reports (Meeting Minutes located in Sub-Committee Folders in Group Files)	<ul style="list-style-type: none"> • Dr. Earnie Porta, “Collaboration with County” Sub-Committee Chair; • Melinda Landry, “Environmental Literacy” Sub-Committee Chair; and 	<ul style="list-style-type: none"> • Dr. Porta reviewed meeting minutes from the 08.19.2021 CwC Sub-Committee: <ul style="list-style-type: none"> ○ The Board of County Supervisors (BOCS) unanimously passed a Resolution, authored by Supervisor Boddye, detailing the formation of a Joint Environmental Taskforce (JET) between PWC and PWCS; ○ Supervisor Boddye presented an overview of sustainability efforts in PWC including the JET

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	<ul style="list-style-type: none"> • Kristine Johnson, “High-Performance Buildings” Sub-Committee Chair. 	<p>Resolution, historical milestones, current status, and next steps; and</p> <ul style="list-style-type: none"> ○ Dr. Porta anticipates that progress will be made on the formation of the JET within the next few months, but it depends on the hiring of a PWC Sustainability Coordinator. The position has yet to be posted. <ul style="list-style-type: none"> • Ms. Landry reviewed meeting minutes from the 08.05.2021 EL Sub-Committee: <ul style="list-style-type: none"> ○ Members reviewed accomplishments from last school year, including: <ul style="list-style-type: none"> ▪ Studying regional environmental literacy plans; ▪ Developing a framework for a potential environmental literacy plan for PWCS; and ▪ Assessing current PWCS curriculum for aspects of environmental literacy already included in curriculum. ○ Members set goals for the upcoming year, including: <ul style="list-style-type: none"> ▪ Encouraging the use of the Board of Education’s Seal for Excellence in Science and the Environment for graduating students that meet the requirements set forth by VDOE; and ▪ Continuing the development of a potential environmental literacy plan for PWCS. • Ms. Johnson reviewed upcoming discussion points for the 08.26.2021 HPB Sub-Committee: <ul style="list-style-type: none"> ○ Members will review accomplishments from last school year, including:

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		<ul style="list-style-type: none"> ▪ Aspirations for high-performing buildings and sites and continued collaboration with the County government; ▪ Continued education in the field of sustainable infrastructure for committee members; and ▪ Development of framework for high-performance buildings and sites with short-term and long-term goals: <ul style="list-style-type: none"> • Sustainable certification program with a minimum of LEED Silver; and • Design, Construction, and Operations manual. • All available presentation slides and reference documents are located in group files. <p>Action Item: Dr. McDade requested access of Council and Sub-Committee documents. Staff will prepare and submit files to the Superintendent’s Office within the week.</p>
Debrief: SACS Year-in-Review	Don Richardson, Chair	<ul style="list-style-type: none"> • Mr. Richardson reviewed the Council’s efforts last year, including the recommendations made to the Superintendent and School Board in June 2021, as well as the request for funding for additional staffing as recommended by all three Sub-Committees. • Dr. McDade inquired if the Council has identified priorities and actionable items for this school year. • Mr. Richardson indicated that the Council would have more specific ideas, information, and recommendations for the Superintendent after the October meeting, as well as for the spring School Board meeting.

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<p>Updates: Energy & Sustainability</p>	<p>Brian Gorham, Energy & Sustainability</p>	<ul style="list-style-type: none"> • Mr. Gorham provided the Council with updates since the last meeting, including: <ul style="list-style-type: none"> ○ In September, the U.S. Department of Education will host an award ceremony for Green Ribbon School awardees. Dr. McDade and Ms. Jabara will accept the Green Ribbon School District Sustainability Award on behalf of the School Division. ○ This past July, the School Division received a grant award for Building School District Capacity in Environmental Literacy. The grant will fund a three-year Environmental Literacy Coordinator position. The job opportunity will be posted soon. ○ On August 19, 2021, the CwC Sub-Committee hosted a small group discussion with Supervisor Boddye. ○ The Occoquan Elementary School replacement (FY25/26) will be designed for net-zero ready. Community and student input will be conducted during the design phase. • Mr. Gorham gave Council members an overview of Energy & Sustainability’s organizational structure. Staff is comprised of six full-time and two temporary employees. The current areas of responsibility for Energy Staff are: <ul style="list-style-type: none"> ○ Mr. Higgins schedules all after-hours requests for HVAC and has excellent customer service when communicating with schools about their requests. ○ Ms. Weimer produces activity books and resources for environmental literacy, manages the Energy &

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		<p>Sustainability brand, and facilitates and coordinates SACS Full Council meetings and records.</p> <ul style="list-style-type: none"> ○ Ms. Jabara manages sustainability education initiatives, implements environmental literacy in the current curriculum, and administers three environmental grants on behalf of the School Division. The grants include NOAA Marine Debris Program, USDA Compost, and NOAA Environmental Literacy. ○ Mr. Bonshire facilitates the USDA Compost pilot program at six schools and provides waste reduction strategies and support to students and staff at those schools. ○ Ms. Rokasky manages all utility bills, utility budgets, and emerging energy technologies and equipment, as well as coordinates communications with utility partners. ○ Mr. Conrad manages performance analytics programs that gauge the efficiency of current and future infrastructure and equipment, as well as coordinates the beginning stages of high-performing buildings. ○ Ms. Renberg facilitates communications between Energy and Facilities Services and provides support to Energy & Sustainability staff and the SACS. <ul style="list-style-type: none"> ● All available presentation slides and reference documents are located in group files.
CIP Background and Timeline	Brian Gorham, Energy & Sustainability	<ul style="list-style-type: none"> ● Mr. Gorham provided the Council members with an overview of the CIP budget process, including: <ul style="list-style-type: none"> ○ The CIP is like a blueprint and forecasts the School Division’s infrastructure needs for a ten-year period.

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		<ul style="list-style-type: none"> ○ The CIP is updated annually and is based on student enrollment and fiscal limitations. ● Mr. Gorham provided updates on Energy Infrastructure Improvement, including: <ul style="list-style-type: none"> ○ Division-wide LED lighting replacement is ongoing. ○ A feasibility study for a net-zero ready school is now being conducted. Students and the community will be able to provide feedback during the design process. ○ The Smart Irrigation team is completing site surveys for remaining middle schools and high schools. Funds will be encumbered for remaining schools by the end of the fall. ● All available presentation slides and reference documents are located in group files.
<p>Round-table Discussion: Sub-Committee Meeting Schedule for This School Year</p>	<p>Don Richardson, Chair</p>	<ul style="list-style-type: none"> ● Mr. Richardson indicated that the Council would need to determine the Sub-Committee structure and meeting schedule for this school year. ● Mr. Richardson reminded the Council that all Full Council meetings will be conducted in-person at the Kelly Leadership Center, but room locations are yet to be determined. ● Mr. Richardson requested that Sub-Committees establish their priorities for this school year, including: <ul style="list-style-type: none"> ○ Providing specific recommendations and practical solutions that will be made to the Superintendent and School Board; and ○ Discussing attainable solutions that could be considered during the CIP budget process. ● Action item: Mr. Richardson will ask Division Counsel if the in-person meeting requirement also applies to Sub-

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		<p>Committees. Staff will email Council members once more information becomes available.</p> <ul style="list-style-type: none"> • Ms. Landry suggested that the Council should identify professional development opportunities and outdoor education sites, which could have an impact on the budget and CIP. • Dr. McDade inquired if the Council and staff were working with the Office of Student Learning (OSL) or the Office of Professional Learning (OPL) on aspects pertaining to environmental literacy and career exploration opportunities for students. • Mr. Gorham mentioned that he was in communication with OSL and Mr. Bassett, and staff plans to discuss opportunities for collaboration with OPL this fall. • Mr. Richardson reminded Council members to plan for specific recommendations this year. The plan is to provide an interim report to the Superintendent in the fall and a final report in the spring.
Adjournment	Don Richardson, Chair	<ul style="list-style-type: none"> • The next meeting of the Full Council is scheduled for October 26, 2021, at 7:00 p.m. The meeting will be held at the KLC. Room TBD. • Mr. Richardson adjourned the meeting at 7:58 p.m.