

**LCPS C.S. Monroe Property - Proposed School**  
Meetings with  
Mayor Kelly Burk & Town Manager Kaj Dentler - August 21, 2018  
Council Member Vanessa Maddox & Town Manager Kaj Dentler – August 23, 2018  
Supervisor Kristen Umstattd – August 30, 2018  
Council Member Suzanne Fox – September 4, 2018  
Council Member Joshua Thiel and Deputy Town Manager Keith Markel – September 4, 2018

**Questions/Comments:**

**1. Will lights be on all night?**

There will be night time security lighting, as is standard practice at all LCPS facilities. Lighting will comply with the Town's light standards which include the use of full cut-off lighting fixtures directed downward and inward toward the property. A lighting plan is included in the Special Exception application demonstrating that site illumination will not exceed 0.5 foot-candle requirement at the site boundary.

**2. Will there be a basement?**

No

**3. Foxridge is upset about County actions across the bypass. They like to keep their trees. Is there any impact to the park?**

A tree study is being conducted for the property. It is proposed to retain existing healthy trees located along the property boundaries, including adjacent to the Foxridge community. Additional landscaping will be provided as a part of site development. A detailed landscaping plan is included in the Special Exception Application. A 25-50 foot in width buffer area is planned adjacent to Foxridge. No impacts to the Town park are anticipated.

**4. Will there be a flat roof? More attractive to have a different roof than flat.**

The building is currently in design. Maximum height requirements (35 feet) of the R-4 Zoning District will dictate, in part, the roof design.

**5. How many buses come now to Monroe?**

For the 2017-18 academic year, 13 LCPS buses transported students to/from the C.S. Monroe Technology Center each school day.

**Do you anticipate more buses with the Douglass program?**

There will be one bus from each high school (16 high schools in 2021). Attending middle school students will be transported on the same LCPS buses, with the high school students.

6. **The parking is a large concern of the Town and the community. What is the peak parking for teachers, staff, etc.? The Town would like to avoid installation of additional parking permits in surrounding neighborhoods. Provide a chart with the current parking of student/staff today and what is expected in the future.**

	<b>C.S. Monroe Technology Center (2017-2018SY)</b>	<b>Douglass School (2018-2019SY)</b>	<b>Proposed New/Relocated Douglass School (ultimate planned capacity)</b>
<b>Staff</b>	50	50	120
<b>Daytime Students</b>	152 B Days/ 92/A Days	170 - 200+/-	450 (50 MS)
<b>Estimated Student Drivers</b>	75	20	45*
<b>Daytime Adult Ed Students</b>	N/A	N/A	75-100
<b>Specialists/Visitors/Volunteers</b>		2-3 @ any one time	6-8 @ any one time
<b>Parking Spaces Need</b>	125 plus any visitors		278
<b>Parking Spaces Available</b>	178	93	407
<p>* Most Douglass students arrive by LCPS bus transportation. Initially, LCPS Planning Staff estimated 150 student drivers for the new school based on experience at other high schools. The principal advises that this estimated number (150) of future student drivers is high. Currently, 10% (20+/-) students drive to school and 8+/- are driven to Douglass School by parents. The remaining students, for the 2018-19 school year, ride a LCPS bus to/from Douglass School. Bus ridership counts the week of September 10, 2018, indicate 108+/- students rode the bus to Douglass. Even if 150 students drove to the school, adequate parking will be available.</p>			

7. **Why does LCPS charge students for parking? Is it possible to not charge students to park at this new facility? Will the parking be permitted?**

Parking facilities for students are provided at LCPS schools as a convenience. Student must register any licensed vehicle driven to school with his/her school office and purchase a school parking permit for each vehicle each year. Vehicles without permits

are not allowed on campus as registration of vehicles is part of LCPS' safety and security measures. The Loudoun County School Board has established a parking fee requirement for high school students electing to drive to/from school, rather than utilize LCPS bus service or walk, as appropriate to/from a student's place of residence. The parking fee is uniform for all LCPS high schools, including the Academies of Loudoun and Douglass School. Fees and charges are reduced or waived for economically disadvantaged students and students whose families are undergoing economic hardship. It will be at the discretion of the School Board to determine if a student parking fee will be assessed at this new facility. The submitted Special Exception application (TLSE-2018-008) provides parking spaces for both staff and students.

**8. Neighborhood is concerned with the Douglass School moving from current location into a residential area. Explanation of the student population and needs would be helpful. Also ensuring that the students are not parking in residential areas would be beneficial.**

The Douglass School is a curriculum option for students. Similar to the Academies of Loudoun, students may choose to pursue study at the Douglass School which provides smaller class sizes and more individualized educational programs. Students come from all LCPS high schools and, for the 2018-2019 school year, four LCPS middle schools. Of the current student population (170 - 200+), only six have been placed for discipline reasons. Most students attending Douglass do so voluntarily. Secondary school counselors will recommend to individual students that he/she consider Douglass School. There are several reasons why this school may be recommended; the most common reason is simply that it is felt the student will meet greater success in the smaller classroom setting. The programs at Douglass offer:

**High School 3.5x 4:** This is the largest program offered at Douglass and offers a personalized environment with a maximum of 15 students per class. (Note: class size ranges from as small as 4 to a maximum of 15, with an overall average of 10). Students enroll in three 85-minute and one 45-minute classes. Support classes include Standards of Learning (SOL) preparation, English language support, writing center and study hall.

**Credit Recovery:** Students who have failed a class and need to retake it for credit are eligible to be in this program. Focus groups are for older English language students and students who did not graduate in June and only need a couple of courses to successfully obtain a high school diploma.

**Individual Student Alternative Education Plan (ISAEP) Program:** The ISAEP prepares students, ages 16-18, for the Graduate Equivalency Diploma (GED) exam. Emphasis is placed on the basic academic skills preparation needed to pass the GED exam, career assessment and exploration and development of work readiness skills. Over the course of the school year, the program can serve up to 40 students with a maximum of 15 students at a time. Students enter the program and leave when they are ready to take the GED exam. The Pearson VUE Testing Center is located at Douglass School allowing easy access for students to take the GED after completion of ISAEP.

**Middle School Alternative Education Program:** This program offers an opportunity for students struggling in the traditional school setting to find success in an individualized program. Class sizes range from four to ten students.

**Independent Learning Center (ILC):** There are two online learning labs staffed with teachers and assistants to allow students to complete some courses in a self-paced environment. The ILC affords support and encouragement to students; students can earn extra credits in the ILC.

**Substance Use Education (SUE) Program and Class:** Students from middle and high schools who violate the LCPS drug policy are assigned to ten days at Douglass School. Seven days are for academic work and three days are for substance abuse education and assessment.

In the 2017-2018 school year, there were 200 students:

- 131 students participated in the 3.5 x 4, which includes the credit recovery program
- 50 students were in the ISAEF program
- 10 students were in the Douglass Middle School Program
- 9 students (from all LCPS secondary schools) participated in the Douglass SUE program

**9. Will you be offering bricks to the community (from the MATA building)?**

LCPS staff will certainly pursue this option with the building contractor as construction of the school advances.

**10. Will any green elements be provided such as solar panels?**

In accord with Loudoun County School Board policy 6-41 the school's design will incorporate various sustainable practices and components of LEED for Schools (Leadership in Energy & Environmental Design), VA-CHPS (The Collaborative for High Performance Schools), and Energy Star per LCPS Standards. Green elements utilized by LCPS for new schools include but are not limited to: reduced building footprint, high efficiency HVAC systems, energy management systems, efficient plumbing fixtures, LED lighting, lighting control systems, increased roof and wall insulation, daylighting to all teaching spaces, sunshades, low VOC emitting materials, and recycled content in specified materials.

**11. Has LCPS looked at this site for Loudoun County High School interim parking?**

Yes. Loudoun County High School students and families have been made aware that additional parking is available at the C.S. Monroe site, for the 2018-2019 school year. No LCPS parking fees are being assessed to students utilizing C.S. Monroe parking;

space is simply contingent upon availability. LCPS security patrols are visiting the Monroe campus and monitoring student use.

**12. Will you be before the Town Council prior to public hearing?**

While no meetings have yet been scheduled, LCPS staff would be happy to come before the Town Council prior to public hearing if desired.

**13. In context of wait list for Douglass Alternative School, what does LCPS do when there isn't room for students that want to go there?**

The capacity at the current location is 200 students. There has been a wait list of 20+/- students who, in the interim, remain enrolled at their home school of residence. LCPS staff works with these students to facilitate their education at the home school. Currently, Douglass School accepts the older students first to facilitate their high school graduation through the GED and/or Credit Recovery programs.

**14. What is the planned height of the building?**

The building is currently in design. The maximum height will be 35 feet in accord with the R-4 Zoning District requirements.

**15. What type of storm water management pond is proposed (dry or wet)? Could this be planted? Neighbors may be concerned about potential for mosquitos.**

Both storm water management areas are planned as bioretention facilities (similar to rain gardens). These facilities treat surface runoff using a shallow landscape depression that incorporates many of the pollutant removal mechanisms that operate in forested ecosystems. They are planted with a combination of native trees, shrubs and perennial ground covers. These facilities are designed to capture a certain volume of runoff which will dissipate over time, typically over a period of 30 hours. These facilities operate more like dry ponds with no prolonged standing water. The proposed facilities will be reviewed and approved by Town staff as a part of the land development review process.

**16. Will application materials be posted on LOLA? How does the Town staff post application information?**

The Town of Leesburg posts applications on LIAM (Leesburg Interactive Applications Map) which may be accessed from the Town's Department of Planning and Zoning web page. The application materials have been posted on LIAM. LCPS staff has also posted application materials on the LCPS web site ([www.lcps.org](http://www.lcps.org), utilize the Planning 'Future School Sites/Facilities' quick link located in the lower right portion of the homepage). This link will be included in the October 3, 2018 Community Information Meeting notice and newspaper advertising. Because this is a Town of Leesburg application, the information would not be posted on Loudoun County's Online Land Applications (LOLA) website.

**17. Will there be fencing along the property line and specifically adjacent to the Foxridge community?**

LCPS is willing to fence the property, if desired by the community. For other school sites, a six-foot high, black vinyl coated, chain link fence has been utilized.

**18. Concerned with the amount of traffic for 3 facilities in such close proximity and similar times.**

LCPS staff understands the concerns regarding traffic between the C.S. Monroe property, Loudoun County High School and Catoctin Elementary School. To minimize traffic flow, including bus travel, the start times for the schools are staggered. The below chart provides 2018-2019 school hours.

School	Classes Start	Classes Dismiss
Catoctin Elementary School	7:50 a.m.	2:35 p.m.
Loudoun County High School	9:15 a.m.	4:03 p.m.
Douglass School	9:40 a.m.	3:30 p.m.

A detailed traffic analysis was conducted and included as a part of the Special Exception Application submission. The Town of Leesburg staff approved the scope of the study and requested the review of nine intersections in the transportation network that serves the property. The traffic analysis for the proposed school found that the study intersections continue to operate at the Town's Level of Service (C) standard. The transportation network is anticipated to adequately accommodate the additional traffic generated by the proposed school.

**19. Increased traffic along Childrens Center Road is a concern. The dog kennel was recently approved at Graydon Manor and the additional student population at the Monroe facility will just add to that traffic.**

Please see response above to question #18. The traffic analysis conducted for this proposal incorporated the projected traffic for both the approved Graydon Manor Kennel and Leesburg West 2 projects as background development in 2021 (the year the school is planned to open). In addition, an inherent growth rate of one percent per year was applied to the through existing volumes along West Market Street and Catoctin Circle SW to account for projected regional growth. As noted above, the traffic analysis results indicate that the existing transportation network will adequately serve the proposed school.

**20. Why did LCPS chose the Monroe Property for the Douglass School?**

With the anticipated fall 2018 relocation of the Monroe Advanced Technology Academy (MATA) programs to the Academies of Loudoun facility, the Loudoun County School Board and staff reviewed options to utilize the owned 10-acre site located on Childrens

Center Drive. Plans to allow for the expansion and relocation of the educational programs currently offered at Douglass School, as well as provide instructional space for the adult education program (including day and evening classes) and the General Educational Development (GED) test preparation program, have been discussed since 2005 when the C.S. Monroe project initially appeared in the *School Board Adopted FY2007 – FY2012 Capital Improvement Program*.

The Monroe Property has been utilized for educational purposes since 1977. School uses are recognized by the Town Plan as an appropriate use in residential areas.

**21. How many Adult Education classes will be for the full session vs. one or two classes?**

The Fall 2018 Adult Education catalog includes two daytime English Language Learner (ELL) classes with 12 sessions each (at the LCPS Staff Training Center in Ashburn), two ELL night classes with 12 sessions each (at Loudoun County High School) and seven additional night classes (at Loudoun County High School) with sessions ranging from 2-10.

**22. When did the School Board review the layout and plans for the proposed building layout. Has the School Board approved this site layout?**

The proposed use of the Monroe property has been reviewed by the School Board since fall 2005 when the school was included in both the Superintendent's Recommended and School Board Adopted Capital Improvement Program. The most recent update was on June 26, 2018 to the School Board's Finance and Facilities Committee. Updates on the project are periodically provided to the School Board at project milestones.

**23. When do you anticipate that the building will be at the full capacity of 450 students?**

There is not a timeline for when the school will reach full capacity. At its current location, the school has served a maximum of 200 students at any one time and has had a wait list of approximately 20 students at any given time.

**24. Do Douglass students ride the fixed bus route provided by the Town rather than the school bus?**

Not to LCPS staff knowledge.

**25. What is the current breakdown of students that ride the bus vs. those that drive separately?**

Less than ten percent (approximately 20) of current (2018-19 school year) students drive to Douglass School. Further, eight students are driven to school by parents; all other students ride the LCPS buses to the school.