On the above date, a kickoff meeting was held at the Dover Area School District Offices to review the Dover Area High School project. Pertinent issues and items of discussion are as follows.

1. Overall goals and expectations were discussed.
   - First step will be to analyze and select which HS option to move forward with.
   - While this is being evaluated, the educational program will be developed and refined.

2. The options the board is still considering are:
   - New HS on HS site and reno/add to IS.
   - New HS on IS site and reno HS for IS.
   - Convert IS to HS (add/reno) and HS to IS.
   - Reno/add to HS and IS.

3. DASD to establish the members of the Steering Committee. Committee will contain member(s) of the public, administration, staff, students, and school board.

4. DASD will set-up an informational website for the project on the district website.

5. CRA to investigate the PlanCon implications for each option. The existing HS is still receiving reimbursement on a past reno/add project, therefore the HS reno/add option would forego the remaining reimbursement and a waiver would need to be requested for additional reimbursement.

6. CRA to develop a project schedule based on DASD desire to break ground in July of 2018.

7. CRA to forward DASD a draft contract for their solicitor’s review.

8. Programming meetings will be setup with key HS staff over the summer. Detailed layout review meetings with the HS staff to occur in September.

9. A discussion was held regarding future considerations for overcrowding at the Elementary Schools. The desire is to move 6th grade up to the Intermediate School to free up room at each Elementary School.

10. DASD noted they will want to use QA+ for testing and inspections on this project.

11. CRA will develop agendas for future meetings and establish a re-occurring meeting schedule.

Respectfully submitted,
CRABTREE, ROHRBAUGH & ASSOCIATES

Scott Cousin
Project Manager

cc: Core Group