



# THE SCHOOL DISTRICT OF PHILADELPHIA

June 8, 2018

Dear Parents and Friends of Mayfair Elementary School:

Thank you for attending a meeting with School District officials on Thursday, May 24, and for your recent email describing your concerns regarding the relocation of Kindergarten and First Grade to the campus at Austin Meehan Middle School. Dr. Hite has asked us to respond to your concerns.

As you are aware, this part of the city is growing rapidly and we will be building a new school to accommodate the growth; however, we must also ensure that there is space for every student to learn in a safe and comfortable environment at Mayfair. The projected enrollment of 1,902 students for next year makes it impossible for us to serve all of the students at Mayfair in one building.

While we understand your concerns about locating two Mayfair grades at Meehan while a new school is being constructed, we want to share with you the actions that we are taking as a school district to ensure that the building is ready to receive your children on the first day of school.

From June 13 through August 20, 2018, renovations at Meehan will make space welcoming and comfortable for Mayfair students. These renovations include:

- the creation of a separate entrance and reception space for the Mayfair program;
- new energy efficient LED lighting in the classrooms and hallways;
- painting of all classrooms;
- repairs to classrooms unit vents to provide fresh air, heating and cooling;
- construction of new restroom facilities to accommodate younger children;
- installation of new window panes and sashes to allow for natural light into the classroom spaces; and
- repairs to classroom doors and floors as needed.

The scope of the repairs will be informed by the recommendations of the School District's Industrial Hygienist and the Philadelphia Federation of Teacher's Director of Environmental Science & Occupational Safety & Health, Jerry Roseman, based on a joint walkthrough that occurred on May 30.

These investments are in addition to significant work that has occurred at Meehan over recent years. Since July 1, 2015 the School District's Maintenance Department has completed 748 work orders, covering 19 trades, and totaling over 2,792 man hours at a cost of \$259,292 at Meehan. This summer repairs will be made to the HVAC system to have

the system operating at 100% capacity for heating and cooling. Finally, Meehan's Facility Condition Assessment (FCA) report states that "there are sufficient numbers of receptacles in classrooms, offices, corridors and other areas throughout the building." This means we will be able to support the technology needs of the Mayfair program at Meehan with its current electrical configuration.

We also want to assure you that your concerns about young children being in the same building as middle school students are being addressed. We will have systems in place to ensure that young children have space separate and apart from older children, just as we do at all of our K-8 schools. To ensure a safe and orderly environment at Mayfair, we are committed to:

- staffing the Mayfair program with a full time Assistant Principal, Counselor, Nurse, and two dedicated School Police Officers;
- having separate meal times for elementary and middle school students in the cafeteria;
- relocating furniture that is appropriate for elementary aged children from Mayfair to Meehan; and
- providing the same instructional materials and access to technology tools at the Meehan campus that they currently have at Mayfair.

We will be communicating regularly about our progress over the summer and will have an orientation for parents prior to the start of school. Additionally, the school will be hosting small group meetings so that we can continue to share our plans and address any concerns as they arise. Principal Lowery will be communicating the dates and times of these meetings.

Sincerely,



Shawn Bird, Ed.D.  
Chief of Schools



Danielle Floyd  
Chief Operating Officer

c: William R. Hite, Jr., Ed.D., Superintendent  
Principal Guy Lowery  
Principal Mary A. Jackson  
Councilman Bobby Henon