

January 26, 2009

Dear Parents, Guardians, and Middletown Public Schools Staff:

JCJ Architecture is pleased to be undertaking a District Wide Utilization Study for the Middletown Public Schools. It is our charge to look at all eleven schools (Pre-K through 12) that comprise the Middletown Public School district to assist the Board of Education in determining the best grade configuration, facility utilization, and student demographic distribution for the District. Any recommendations will be based on pedagogic best practices; existing building sizes, utilization and condition; present and projected student enrollment; and demographics (racial imbalance).

We know that currently the Middletown Public Schools consists of eight K-5 elementary school buildings (two with Pre-School programs), a sixth grade middle school, a 7th and 8th grade middle school, and a 9th – 12th grade high school. We also are aware that the District has 120 6th – 8th grade students attending the Thomas Edison Middle School in Meriden and that these students should be included in our recommendations.

JCJ Architecture's first task we have been charged with is to develop recommendations to address increasing enrollment at several of the elementary schools, with special emphasis on addressing the enrollment issues at Moody Elementary School, and a racial imbalance situation at another school. It is our intent to study the existing conditions objectively and in depth. We want to be sure to gather information that will provide a wide ranging view of what the public schools can be and how they can best serve the needs of Middletown.

The final report will include the findings and recommendations developed above as well as a detailed analysis of the school facilities; current and projected enrollments; racial balance and grade configurations, including an evaluation of the current middle school configuration regarding the educational soundness and economic feasibility of maintaining one middle school; with recommendations for each of these specific areas. Our work will be coordinated with the Middletown Public Schools' administration, staff, and parent groups so that the final recommendations to be presented to the Board of Education will have been shaped by the input of these stakeholder groups.

We look forward to our work in Middletown and to meeting with the students, teachers, administrators, parents, and residents as we undertake this important project.

Sincerely yours,



Gregory J. Smolley, AIA, AICP, LEED AP
Principal / Director