

# MOSELEYARCHITECTS

December 18, 2022

## MEMORANDUM OF CONFERENCE

PROJECT Halifax County Schools  
New PK-8 School

ARCHITECT'S PROJECT NO. 622673

DATE AND LOCATION Thursday, December 15, 2022, at Quinton Elementary School, New Kent County Public Schools, VA

PRESENT

For Halifax County Schools

- \* Dr. Eric Cunningham, Superintendent
- \* Dr. Tyrana Battle, Assistant Superintendent
- \* Mr. Michael Hawkins, Board Member
- \* Mr. Anthony Alston, Director of Maintenance
- \* Mrs. Terry Alston, Chief Financial Officer
- \* Mr. Darian Pressley, Public Information Officer
- \* Mr. Chris Beneck, Director of Media Services & Technology
- \* Dr. LaVonne McClain, Director of Secondary Education & CTE
- \* Ms. Carolyn Roberts, Director of Elementary Education
- \* Ms. Linda Cooper, Middle School Principal
- \* Ms. Angela Battle, Elementary School Principal
- \* Ms. Angela Richardson, Teacher
- \* Ms. Brandi Evans, Community Member
- \* Ms. Bessie Richardson, Community Member
- \* Ms. Doris Lynch, Community Member

For Moseley Architects

Ms. Ashley Dennis, Managing Principal  
Ms. Andie Vargas, Interior Designer  
Mr. Stephen Halsey, K-12 Sector Leader  
Ms. Jackie Hall, Interior Designer

For Bordeaux Construction Company, Inc.

- \* Mr. John Witcher, Pre-construction
- Mr. Britt Hopkins, Director of Business Development

## DISCUSSIONS AND DECISIONS.

The purpose of the meeting was to tour Quinton Elementary School in New Kent County, Virginia. This school opened in August 2022 and has many of the 21<sup>st</sup> Century spaces that are being discussed for the new PK-12 in Halifax County Schools. Below are some of the committee's take aways from the tour:

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1. The flow of the school.
  - a. The entrance provides a secure place for visitors to access the main administration suite or the clinic without having access to the whole school.
  - b. The wayfinding was clear and delineated for students and visitors.
2. The openness made the school inviting.
  - a. The main corridor and the teaching stair created a dynamic space.
  - b. The wider corridors with extended learning areas were clear extensions of the classrooms.
  - c. The glass on the classrooms created a connection between the classroom and the extended learning areas.
3. The extended learning areas were a nice surprise.
  - a. The spaces were being signed out, which showed they were being used.
  - b. There was ton of writable surfaces in the classrooms but also in the extended learning area.
  - c. Teaching was happening everywhere in the school.
4. The “Dens” at the end of each classroom wing.
  - a. These are being utilized by so many uses.
    - (1) Small group work.
    - (2) Teacher meetings (possibly PLC use).
    - (3) One-on-one with teacher or counselor with student.
    - (4) Middle school could use these for clubs.
  - b. Spaces are easily monitored.
5. Classroom
  - a. There was a lot of storage in cabinets.
  - b. The cubby layout worked well.
  - c. It was nice to see the writable surface furniture.
  - d. The amount of white board space was perfect.
6. Media Center
  - a. The openness to the rest of the school created a dynamic space, not a quiet space.
  - b. The toilet room off the space was important.
7. Workroom/Lounge
  - a. The combination of the workroom and lounge provided teachers a space for everything.

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- b. This space was big enough to provide meeting space for PLCs.
  - c. The toilet room in the space and outside off the hallway provided restrooms for staff without a lot of travel. The occupied "signage" on the door was helpful too.
8. Furniture
- a. The mobility of the furniture and the variety created a lot of options for the students.
  - b. The writable surface on the desks is a desire in the new school.
9. Lighting
- a. LED lighting for energy savings.
  - b. The lighting was bright and created an inviting space.
10. The digital clocks with intercom built in.

*The above information is the writer's recollection of the discussions and decisions at the meeting. Should there be any additions or corrections, please notify the writer within two weeks of distribution for correction.*

NOTES BY:

A handwritten signature in black ink, appearing to read "Ashley P. Dennis". The signature is fluid and cursive, with a long horizontal stroke at the end.

Ashley P. Dennis, AIA  
Vice President

DISTRIBUTION: As indicated by (\*) above, also: