



# 21<sup>st</sup> Century School Buildings Program

**SCHOOL** Frederick Douglass High School and Joseph C. Briscoe Academy

**COMMUNITY MEETING** Swing Space Logistics | March 4, 2024

BALTIMORE CITY  
PUBLIC SCHOOLS



### Introductions

**Monique Roumo**

Executive Director of Operations, City Schools

**Ivy McNeill**

Sr. Community & Public Relations Coordinator, City Schools

**Renee Stainrod**

Community & Public Relations Manager, City Schools

**Tracy Preller**

Logistics Manager

21<sup>st</sup> Century School Buildings Program

**Jacinta Hughes**

Director, Transportation Services  
City Schools

**Fafo Asres**

Senior Project Manager, City Schools

**Darryl Clark**

MTA

### Agenda

Introductions

Move Logistics

Yellow Bus

MTA

Questions and Comments

# 2024 School Relocation Quick Reference







**June 24, 2024**  
*Packing Day*













**June 25 – July 5, 2024**  
*Relocation*



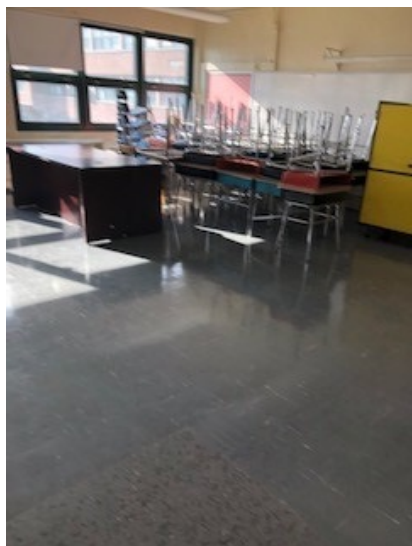
**August 2024**  
*School staff unpack and set up  
classrooms*

- Don't move more than you need!
- Continuously purge throughout the year.
- Please take personal items (i.e. Plants, pictures, etc.) home prior to your move day.
- Items not needed for day-to-day work should be packed first.
- Place a piece of paper with your name, new room number, and list of contents on the inside of each crate.
- Notify external vendors about your move day
- Leave your existing space in a clean and clear condition.
- Boxes have been delivered to each school.
- Use the appropriate size/type of box when packing.
- Move packets (labels will be delivered)
- Begin taking all personal items home
- Begin packing classrooms, offices and common area as soon as boxes arrive to avoid mad rush of packing before summer break.

## Top 10 List: *What NOT to do*

-  10. Don't switch labels with your Co-Worker
-  9. Don't borrow unused labels from your Co-Worker
-  8. Don't place labels on the top of the boxes; place on side of the box where indicated
-  7. Don't forget to label your boxes and IT equipment (if relocating)
-  6. Don't pack your personal items in the boxes
-  5. Don't leave your laptop behind
-  4. Don't pack your own technology
-  4. Don't over fill the boxes
-  2. Don't wait until you arrive at the newly renovated school to purge and shred
-  1. Don't put a move label directly on your monitor screen; place on the back of the monitor screen

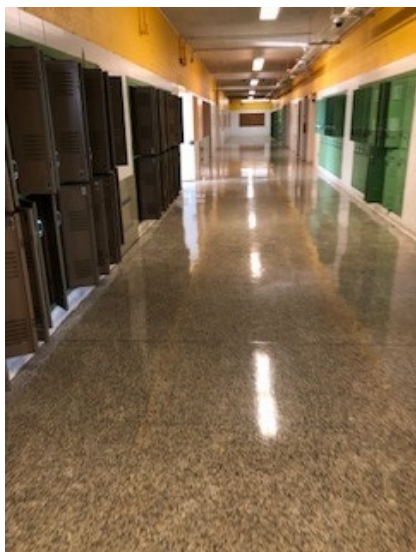
### “Examples” of How to leave your building!



**Classrooms**  
Floors broom swept with furniture stacked in designated area or room.



**Typical Rooms**  
Floors broom swept with all furniture stacked in designated area of room.



**Corridors**  
Floors broom swept with lockers cleaned out and open.



**Storage Rooms**  
Floors broom swept with all items removed from shelving.



### Swing Space Transportation Priorities

- Students currently receiving transportation as a related service will continue to receive yellow bus transportation.
- Students that reside more than 1.5 miles from the swing space location will receive a free MTA pass to get to and from school.

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#### Contact Us:

Email: [transportation@bcps.k12.md.us](mailto:transportation@bcps.k12.md.us)

Phone: 443-984-2000





## Maryland Transit Administration

- MTA is assessing the possibility of using routes 26, 83, and 85 for student access to the Northwestern building.
- MTA will work with City Schools to analyze student data to best route buses for the start of the 24/25 school year.

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### Contact Us:

Email: [dclark3@mdot.maryland.gov](mailto:dclark3@mdot.maryland.gov)

Phone: 410-454-7257



## Summer-Fall 2024



### Summer School:

Frederick Douglass High School will not be hosting summer school in Summer 2024.



### Fall Sports:

2024 Fall sports are set to begin in August at the swing space facility at the Northwestern building.





# QUESTIONS & ANSWERS

Please fill out the exit survey and let us know how we did!  
It is City Schools' goal for this to be an open and inclusive process.



Scan QR code or visit:  
[bit.ly/49ZKIIC](https://bit.ly/49ZKIIC)

## CONTACT US

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**Next Steps: Construction Kick-off Meeting May 2024!**

Stay tuned for more information at [baltimore21stcenturyschools.org](https://baltimore21stcenturyschools.org)



# CONNECT WITH US ONLINE!



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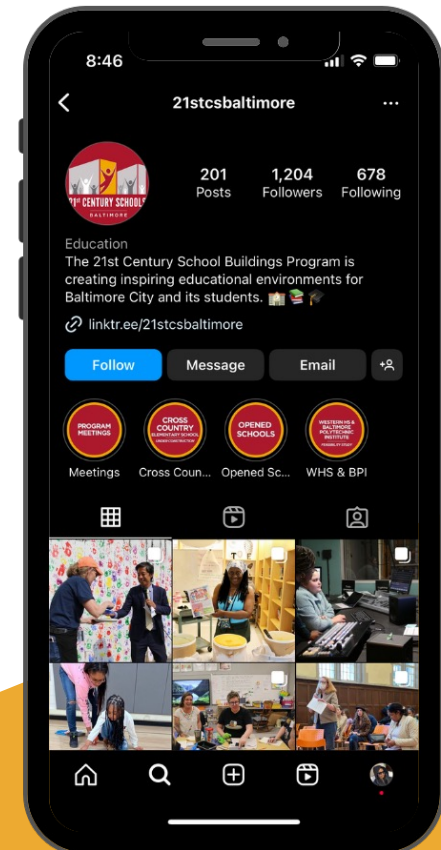
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[www.baltimore21stcenturyschools.org](http://www.baltimore21stcenturyschools.org)



[21stCenturyBuildings@bcps.k12.md.us](mailto:21stCenturyBuildings@bcps.k12.md.us)



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## **Thank You.**

This presentation was brought to  
you by the Baltimore City  
Schools Operations Department.



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