

DRAFT 9/1/2010

School Building Committee

Minutes – August 25, 2010

9:00 am

Attendees: KC Kato, Bella Wong, Josh Frank, Chris Ketchen, Jack Haley, Rob Shupe, Geoff Witheford, Terri Tsagaris, Ruth Quinn Berdell, Lee Keller, Pip Lewis, Karine Scheurer

No one for Citizen Speak.

KC Kato began the meeting by summarizing the current utilization of classrooms based upon the current class size guidelines. Two spaces can be captured through the sharing of classrooms by the Language Department. Three classrooms and one SPED space can be created through renovation of both Lecture Halls. The conclusion is that we can create four spaces.

Pip Lewis reviewed all potential internal spaces for the viability of renovations:

- Family and Consumer Sciences area can be converted to 1 CR
- The Production Center/Science Storage area should not be converted because of ventilation and location issues
- Production Paper Storage - area is not large enough for a CR, is not appropriate for SPED, and has no windows and no ventilation
- Technology space currently used for servers, Director of Technology and conference room; not viable because need large space for servers, expense associated with relocating the servers and only conference room left in building
- METCO office can be converted to 1 SPED space
- Science storage area already taken over for SPED space
- Cafeteria shouldn't be partitioned to make space for fitness classes; not appropriate for food areas to be sharing with athletic spaces; can use cafeteria as study hall when non-lunch periods

- The Fitness Room can be converted to a Science Lab with water only
- Gym B can be partitioned to make 2 PE spaces by using moveable curtain
- Lecture Hall – 2nd floor can be converted to 2 CR; 3rd floor could be converted into 1 Science Lab or 1 CR and 1 SPED. Digital Art Room is being considered for conversion to 1 CR
- Practice Rooms can be converted to 1 SPED space
- Performing Arts Office can be converted to 1 SPED space
- 4th floor Practice Rooms too small and isolated for CR or SPED space

Pip also went through 5 options for renovation/addition:

- Option A – internal renovation (Phase 1); Central Administration relocated and then moved back (Phase 2); total of 6,364,957
- Option B – internal renovation including Gym B (Phase 1); Central Administration relocated and then moved back (Phase 2); 6,380,598
- Option C – internal renovation and Central Administration relocated (Phase 1); addition at North Kingsbury Wing; Central Administration relocated and then moved back; \$7,701,941
- Option D – internal renovations (Phase 1); additional North Kingsbury Wing and Courtyard; \$4,946,307
- Option E – internal renovations and Central Administration relocated (Phase 1); addition on Calvin Road (Phase 2); \$9,017,707

It was noted that Phase 1 costs for internal renovations that do not include the relocation of Central Administration cost from \$1.3 to \$1.4.

KC reviewed the space needs for FY12, FY13 and FY14.

- FY12 – 4 CR, 1 Science Lab, 2 SPED spaces and 1 full size SPED space – total of 8 spaces
- FY13 – 3 CR, 1 SPED – total of 4 spaces

Given the enrollment numbers for FY11 have not yet been finalized, there is some question as to what spaces will be needed for FY14. Based upon current projections, there will be a need for 2 CR, 1 Science Lab and 2 SPED spaces. The

School Administration is awaiting final enrollment numbers once FY11 school year begins.

The SBC will be evaluating the internal renovation options as well as the addition options presented by Pip Lewis. One possibility is that the expansion can be done in two phases. The first phase will address the needs for FY12 and FY13 and consist of internal renovations, teachers sharing spaces and Central Administration remaining in the building. Phase 2 will consider moving Central Administration to another location and renovating the space, or adding pre-fabricated additions to the building.

Action items:

- Obtain final enrollment numbers for FY11 by mid-September
- Obtain Elementary Facilities Master Plan to identify potential spaces in the elementary schools for either offices and/or classrooms (electives)
- Evaluate internal renovation options
- Evaluation relocation of Central Administration
- Determine options for Phase 1 to address FY12 and FY13
- Determine options for Phase 2 to address FY14 and beyond
- Determine if other spaces available for “sharing”
- Delineate pros and cons of spaces considered for internal renovation and cost estimates for each
- Conduct public forums
- Draft document for distribution to public on space needs, options evaluated, costs and timing

Next meeting: Monday, September 20, 9:00 am; Juliani Room, Town Hall