

MEETING MINUTES

Date: Wednesday 5-10- 2017 - 1:30-3:30 PM.  
 Project: Adams 12 Five Star Schools - Multiple Renovations  
 Project No: 17003.00  
 Reference: DAG # 2  
 Location: North Star Elementary School  
 8740 North Star Drive - Thornton - CO 80260

1	INTRODUCTION	
	The DAG team was re-introduced. Anne Weber asked about the previous Meeting Minutes, and if anyone had any issues with them. She then re-capped the purpose and goals of the meeting. The DAG Facilitation Team took the concerns and thoughts and proposed solutions, as well suggesting designs based on current new school design.	
2	PROPOSED DESIGN AND CHANGES	
	The DAG team covered their proposed changes to the design of the school. This includes room organization, the addition of foldable partitions between certain classrooms, new drywall partitions between classrooms for acoustics, an upgrade to the teacher's lounge area, moving the Art Room, access to the LMC, and other renovations and refreshes around the school.	
2.1	Anne Weber proposed new drywall walls in between rooms E105, E103, E101, and E109. She further proposed moving the Art room from C117 to E101, and dedicating room B102 to the Peak program.	
2.2	AW listed possible needs for the Peak program in B102, including possibly casework. Margi Ammon (Adams 12) suggested keeping the room flexible so it could return to be a standard classroom if necessary.	
2.3	AW spoke about the possible addition of classroom connections via foldable partition walls with white board covering and appropriate sound protection. Locations between classrooms are show on floorplan. NSE staff felt that these connections aren't necessary or imminently useful based on how they teach. Staff suggested the addition of standard doors between classes only for quick teacher access.	
2.4	AW suggested a remodel of the Teacher Lounge and its restrooms, as well as the addition of an access hallway from Hallway E135 to LMC. By shrinking the size of classroom E114, a hallway without grade change can be added to provide access to the LMC. The hallway could have windows into room E114 (this idea to be replaced with a map rail or other display opportunity), and have Solatubes to provide daylight to the interior space.	
2.5	With the addition of the aforementioned hallway, a new entrance to the Teacher Lounge can be added, as well as replacing the existing Teacher restrooms with ADA accessible restrooms accessible from that same hallway. The teacher lounge will be renovated to create a more welcoming space.	
2.6	The current access corridor to the Teacher Lounge E106 will be renovated to provide a Privacy Room with a telephone.	

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2.7	AW suggested that a drywall partition would be added in between RDG E116 and E114. REG CORE would move to E114, and an operable partition with white boards will connect the two rooms for flexibility. Team to ensure that flexibility of the space for possible use as a full classroom if necessary.
2.8	AW spoke about the trend of schools moving toward smaller, flexible break out spaces. She examined adding two, one each to rooms ELD C101 and ELD E102, with access from both the classrooms and hallway. Staff suggested that the usefulness of access from the ELD classrooms is negligible, so they will be accessed only from the hallway.
2.9	Administration requested that the ELD classrooms to have the same appointments as a standard classroom for future flexibility.
2.10	AW suggested the replacement of the drinking fountains in Hall 100D outside of the Gym and Cafeteria with bottle filling station.
2.11	There was a NSE request that the Nurse station be looked at for usefulness and possible expansion. Adams 12 Ed Spec will be consulted, and suggestions made to increase the space's usability. Office A111 is currently empty; perhaps that space can be utilized.
2.12	Laurie Jessen suggested the addition of an adult ADA restroom off of Hall D100 in place of the custodial closet D104. Custodial could move to take over the unused shower in the PE Office. However, it was pointed out to the design team that the entrance to the suggested new custodial closet would be on the ramp connecting grade changes. The idea will be examined in more detail for new option.
2.13	LJ spoke about the addition of ADA restrooms to the SSN classroom. The layout would include a changing table above the toilet. NSE staff requested a hydrolic or electric changing table; they already have a stand alone table that works well. There was a suggestion that the changing table should go into a private toilet room for increased privacy. Perhaps the hallway space could be utilized for increased ADA toilet room access.
2.14	Maintenance requested that the FRP wainscot along the walls in the hallway be replaced or eliminated. That led to discussions about the possibility of new paint and corner guards throughout the school.
2.15	Staff mentioned the state of various bathrooms throughout the school, and replacing them with new fixtures and finishes.

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2.16	<p>Administration brought up the possibility of renovating the Admin area to accommodate their needs better. At the moment, the desk layout doesn't work. AW and LJ spoke to transaction windows and secured entrances. The registrar will be moved to the front to have good access to the public, and the doors may be re-worked for increased security. Required work stations and rooms in area are:</p> <ul style="list-style-type: none"> <li>• Assistant Principal</li> <li>• Principal</li> <li>• Office Manager</li> <li>• Nurse</li> <li>• Registrar</li> <li>• Community Liaison</li> <li>• Conference Room</li> <li>• Waiting Area</li> <li>• Visible Detention Area</li> </ul>	
2.17	<p>Staff discussed the wish list for the music room. Requests include:</p> <ul style="list-style-type: none"> <li>• Outdated smoke vent to be removed, ceiling replaced</li> <li>• Add a curtain to existing ceiling track or remove track</li> <li>• Replace folding partition wall between Stage and Gym</li> <li>• Addition of sound system</li> <li>• Address noise level of HVAC system</li> <li>• Classroom lights to be on dimmers</li> <li>• Paint</li> <li>• Secure storage for instruments</li> <li>• Add white board surface area</li> <li>• Remove pipe from ceiling</li> </ul>	
2.18	<p>NSE created a list of teacher concerns and suggestions; many of which have already been mentioned, but some additions concerns are listed here:          Will the size of the shaded area outside be sufficient for students to use?          Skylights can very noisy and distracting during weather events.          Will skylights in rooms compromise their protection from tornadoes? Safe zones?          Change faucets to auto-off          Repair gaps under doors          Remove unused display cabinets in common areas          Add more trees to playground          Provide more storage in casework units in hallways          ADA self-opener at front door requires attention          Provide signage at exterior to help orient visitors to the entrance and access          Provide urinal screens at boys bathrooms          Provide better uses for black top and playground equipment</p>	

These notes are considered to be an accurate accounting of the meeting. If any discrepancy exists, please contact our office, in writing, as soon as possible.

prepared by: Matt Furedy, BWG Architects