

MEETING MINUTES

Date: Monday 5-11- 2017 - 1-3 PM.
 Project: Adams 12 Five Star Schools - Multiple Renovations
 Project No: 17003.00
 Reference: DAG # 2
 Location: Mountain View Elementary School
 12401 Perry St. - Broomfield - CO 80020

1	INTRODUCTION	
	The DAG team was reintroduced. Anne Weber was not able to make it, but Matt Furedy, Laurie Jessen, and Tonia Toca were there. MF began the meeting by asking if anyone had any issues with the previous Meeting Minutes. He then recapped the purpose and goals of the meeting. The DAG Facilitation Team shared their concerns and thoughts regarding proposed solutions, as well suggesting designs based on current new school design.	
2	PROPOSED DESIGN AND CHANGES	
	The team reviewed the proposed changes to the design of the school. This includes switching the locations of the Teacher Lounge and Book Room, adding a Maker Space room, dividing inefficient space into smaller, more versatile break-out classrooms, reorganization of the library, and various other space organization and finish upgrades throughout.	
2.1	MF covered the relocation of the Teacher Lounge to the space now occupied by the Book Room (Classroom P), and listed the advantages. The Book Room would move to the current Teacher Lounge (room 106). Staff suggested that the existing sink and casework in room 106 could be removed, tho it may remain for future storage.	
2.2	MF discussed the access to the staff restroom and work room; it was generally voiced by staff members that it would work better for the hallway to remain closed to student access.	
2.3	MF described the addition of a shade structure in the center courtyard for staff use and with enough room for teachers to have classes beneath. Maintenance mentioned that snow removal is difficult, and that wind in the area deposits garbage from outside the school into the courtyard.	
2.4	LJ discussed the possible replacement of Univent window assemblies at certain classroom doors. TT clarified that the budget included regarding exterior window repair, not replacement.	
2.5	LJ spoke about the replacement of the accoustic partition in the gym. BWG had indicated the wrong movable partition; the partition between the Stage and the Gym was replaced in 2008, but the partition between the Gym and Cafeteria needs to be replaced. White board to be added to partition.	
2.6	LJ asked for comment on the curb appeal of the school. Staff said that parents and kids sit on the planter edges out front. They mentioned a specific tree that smells bad in the spring. The pros and cons of tree boxes and low planters with school kids were discussed. The addition of low-water / drought tolerant planting and seating would be welcome. BWG will review with landscape architect.	

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2.7	<p>MF described the broad suggestion to reorganize DHH, SSN, and other under-utilized classrooms into more versatile space. Walls can be added and moved to allow for more breakout spaces, smaller classrooms, and one-on-one spaces. The Kiva space could be better utilized for collaboration, small group meetings, and individual study by removing the central risers and adding new furniture. BWG suggests reorganizing rooms L, K, J, I, and F to accommodate new rooms, while maintaining flexibility of housing full classrooms. The DAG team and Staff spoke about the needs for the teachers in this block:</p> <ul style="list-style-type: none"> • ELL: Currently has 8 children, but there will be no more than 12. Standard classroom needs apply • SSN: 3 children currently enrolled, but could be more • OT / PT: 1 teacher currently have 3 -5 children per class, and is there 2 days per week • Speech: 2 Speech pathologists hold classes 2 days per week, but additional teachers could come in. At worst there would be five speech classes of 3 kids each.
2.8	<p>The Staff and Team continued to discuss the needs for DHH:</p> <ul style="list-style-type: none"> • 15 student PK room • 8 students in grades K-2 • 9 students in grades 3-5 • Younger students use toilet room linked to PK • Older students use restrooms in hallway
2.9	<p>Staff mentioned that K-2 kids sometimes don't test well on chrome books, and do better on desktops.</p>
2.10	<p>MF proposed that Maker space would move out of the LMC and into the vacant room N. The storage room within the LMC could then be demolished, creating an alcove that would house computers, which would in turn allow the LMC computer lab to be moved and arrayed different, creating a nice flow in the LMC. However, staff mentioned that, as Maker Space is currently managed by the librarian, moving it to another room could prove impractical. There was staff buy-in for the removal of the computer room, provided that testing for 29 children could still be accommodated elsewhere. This may be considered a "backup" plan, as the intent is for testing to occur in classrooms.</p>
2.11	<p>MF discussed the (now not-moved) Maker Space and Art connection via large operable partition. He went on to talk about the addition of a sink and storage space in the Art room.</p>
2.12	<p>MF described the addition of coat hook stand-alone units that would be added to classrooms in the original school building. They would be self supporting, merely attached to the demountable partitions between rooms to prevent them being tipped over. Each rack would hold 29 coats, and would have lockable teacher storage above. Existing coat hooks to be salvaged for use in the gym, and the remainder hooks to be sent to A12 for use elsewhere.</p>
2.13	<p>LJ discussed the replacement of key noisy walls with drywall walls, creating a better acoustic barrier. Staff mentioned the walls that would make the most sense to change. See attached plan for locations.</p>

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2.14	<p>LJ covered the upgrades to the gym:</p> <ul style="list-style-type: none"> • Replace basketball hoops with motorized upgrade • Review gym equipment needs • Replace sound system in gym <p>LJ did a preliminary walk through to evaluate existing gym equipment. The list of potential upgrades includes, but is not limited to:</p> <ul style="list-style-type: none"> • (2) main backstops to be motorized • (4) side backstops to be rehabbed and lowered to 8' • Replace Crash Pads • Add Wall Pads in Gym • Replace Cargo Net 	
2.15	<p>LJ mentioned that staff requested additional small spinning playground equipment into both playgrounds.</p>	
2.16	<p>Staff mentioned that there was crawlspace damage under the kindergarten rooms</p>	
2.17	<p>PE expressed a desire for greater storage for gym equipment; he suggested perhaps expanding his storage into the adjacent custodial storage room, but it was suggested that there may be greater return on investment by purchasing better storage solutions or reorganizing current gym storage.</p>	
2.18	<p>Library requested more storage for maker space supplies, as well as book cart storage. They do have some mobile electronic devices that could require charging.</p>	
2.19	<p>Library mentioned that they have some equipment used by staff that would need a home, including (but not limited to) a laminator, collating counter space, and paper punch w/ accompanying supplies.</p>	
2.20	<p>Kindergarten would prefer wire cubes instead of coat hooks; to be determined.</p>	
2.21	<p>Administration expressed a need for the lockdown and tornado alert systems to have a visual component to alert DHH students. This could be separate from the fire alarm so students can distinguish the kind of alarm.</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