

MEETING MINUTES

Date: Monday 5-15- 2017 - 1-3 PM.
 Project: Adams 12 Five Star Schools - Multiple Renovations
 Project No: 17003.00
 Reference: DAG No. 3
 Location: Woodglen Elementary School
 11717 Madison Street - Thornton - CO 80224

1	INTRODUCTION	
	The DAG team was reintroduced. Anne Weber spoke about the BWG scope of work the previous week, and briefly recapped the budget. Tonia Toca brought up the playground scope, and said that we should move forward as if the budget allocated to the playground would be used for that purpose. In order for the playground quotient to be satisfied, certain requirements must be met. BWG and A12 will assess the existing playground and evaluate what must be added to satisfy.	
2	DESIGN	
	The Dag team discussed various points of design, including changes requested from DAG Meeting 2	
2.1	School requested hard surface tile in all classrooms. The Adams 12 Education Spec calls for carpeted classrooms. Tonia will confirm	
2.2	The placement of bottle filler units was confirmed	
2.3	The need to address per-grade level storage was revisited. It was suggested that the 5th grade teachers could use the storage in the closet, or that the additional tall storage units could be assigned per grade level.	
2.4	Administration requested Room 105 to remain as flex space, possibly interior recess space. They also requested that Room 105A remain as storage for PK playground equipment.	
2.5	It was suggested that the additional storage requested for the SPED room (R) be furniture instead of casework.	
2.6	The casework intended for OT/PT may be lockable, but the Ed Spec will be consulted	
2.7	It was suggested that an upgrade to LED lighting be considered as future work; perhaps A12 already has a program for which the school would qualify.	
2.8	Concern was expressed that the transaction window at the entry way may make the school feel impersonal. A12 suggested that there is a trade off for good security.	
2.9	School suggested that acoustical treatments in the gym may not be necessary.	
3	PRIORITIES	
	Using sticky notes, AW denoted which of the suggested upgrades are most important to the DAG team.	

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3.1	<p>Specials - Highest Priority:</p> <ul style="list-style-type: none"> • Art relocation • Art display along hallway 	
3.2	<p>Specials - Secondary Priority:</p> <ul style="list-style-type: none"> • Stage backdrop system • Acoustics in Music Room 	
3.3	<p>Renovation - Highest Priority:</p> <ul style="list-style-type: none"> • Install Solatubes in specific rooms • Renovate Teacher Lounge • Enclose OT / PT / Speech to create hallway to LMC • Add casework to classrooms (Note: BWG to confirm the amount earmarked from the Instructional Upgrade budget is sufficient for this scope of work) • Confirm SSN has required storage for needs • Coat hooks and storage per classroom • Renovate Nurse station to add ADA accessible bathroom and room for 2 cots. • Renovate Administration to add secure entry • Renovate back of house Administration to accommodate new paper storage and expanded conference room 	
3.4	<p>Renovation - Secondary Priority:</p> <ul style="list-style-type: none"> • Add tall storage to locker bank in hallway outside of Room V • Add ADA Accessible restroom in main lobby 	
3.5	<p>Renovation - Lower Priority:</p> <ul style="list-style-type: none"> • Add bottle fillers in Academic hallways and outside Gym • Add tall storage to other hallway locker banks 	

NOTE: See attached floorplan. Pricing for options presented will be confirmed by General Contractor (pending selection).

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