

MEMORANDUM

To: KC Kato
From: Alex Pitkin, Joel Seeley
Project: Hardy, Hunnewell, Upham Schools Options Study
Re: School Facilities Committee Meeting No. 1
Planning and programming discussions
Distribution: Attendees, (MF)

Date: 3/6/2014
Project No.: 14015

Today's meeting focused on the general overview and analysis strategies for the Hardy, Hunnewell, and Upham Schools Options Study. SMMA produced a PowerPoint slideshow to assist in framing the discussion.

General

- SMMA will send a draft agenda prior to each meeting for SFC review and public posting.
- SMMA will send minutes from the 2005 Five Elementary School Study interviews with the principals of the Hardy, Hunnewell, and Upham schools.
- The Historic Commission letter requesting a member from the body be included on the SFC was reviewed by the committee (Joshua Dorin of the WHC was in attendance). The committee noted that a variety of constituents will be involved throughout the study process and that each group should be engaged at the appropriate times for input and open dialogue.
- Joshua Dorin noted that the WHC does not have any historical interest in the Upham School.
- SMMA shall send an outline schedule and milestones for the study.
- SFC shall create a web based drop box for project communication – and future potential outreach and communication.
- SMMA will send an electronic copy of the PPT.
- SFC to send the student by grade inventory for each school performed last fall.
- All Options should be based on a 50 year solution.

Programmatic Deficiencies:

Superintendent Lussier shared his general concerns and thoughts about the educational shortcomings due to physical limitations at the three schools:

- Hardy Site safety and closeness to the busy Weston Road.
- Upham is the most expensive school to operate due to its small population and inefficiencies inherent in the plan.

To: KC Kato
Date: 3/06/2014

- Upham accessibility to both fields and within the school are a continuing problem (OCR has cited the school for these issues).
- Equitable access throughout the schools for SPED and ELL students, small spaces that support the inclusion model and meaningful “pull-out/pull-over” instruction.
- All portable classroom space at these three schools are past their useful life and require removal.
- Building circulation and layout in each school is inefficient and not idealized.
- Art and Music classrooms at Hardy have been usurped as general classrooms and these important enrichment programs are currently delivered to general studies classrooms on a mobile cart.
- SMMA’s Programmatic Deficiency slide was deemed to be generally correct – 2005 study principal minutes to be circulated to the SFC. Additional principal meetings to be considered at a later date for potential confirmation and/or updating.
- Integration of technology and 21st Century education goals into the curriculum is important and should not be “hampered” by “matching or aligning” with past projects such as the Bates and Sprague schools or the current renovations at Fiske and Schofield.
- The target utilization should be 90%.
- The optimum school capacity would be 400 students with three sections per grade.
- The need of providing full air conditioning is to be factored in the Options.
- The impact of Pre-K growth is to be considered in the Options.

Program/Enrollment Discussion

The committee shared their thoughts, concerns and ideas on the Cropper report and available data:

- The School Committee has analyzed the three schools relative to the Cropper report and have evaluated each building’s spaces relative to the educational viability of each space – the SFC will forward this information for SMMA’s use and incorporation into our analysis.

The following slides were reviewed with the SFC and generally discussed:

- Existing Populations:
Current enrollments and building capacities.
Projected Enrollments and MSBA Space Summary guidelines.
Test analysis for multiple building scenarios.
- Option Analysis:
Current enrollments and building capacities of Fiske, Schofield, Sprague, and Bates.
Projected Enrollments of Fiske, Schofield, Sprague, and Bates.
Discussion of setting optimum four school population.
Discussion of setting optimum three school total population based on above and enrollment projections.

SMMA to use a combined range for the target enrollment of 680 – to 800 students for the three schools, based on historical data of Wellesley’s in migration remaining high.

- Chart of Options:
Matrix showing a wide range of possible options studies – some more plausible for ongoing discussion and review by the SFC prior to “launching” into the study portion of the project.

To: KC Kato
Date: 3/06/2014

Next Steps

- SMMA to review the programmatic and space deficiencies for each school and determine each school's capacity based on MSBA guidelines.
- Review the student inventory to develop/inform the range of options.
- Develop a detailed timeline for the Study, SFC meetings and Community Meetings.

p:\2014\14015\04-meetings\4.3 mtg_notes\m.sfc meeting 1 minutes.doc