

MEMORANDUM

To: KC Kato Date: 4/3/2014
From: Alex Pitkin, Joel Seeley Project No.: 14015
Project: Hardy, Hunnewell, Upham Schools Options Study
Re: School Facilities Committee Meeting No. 2
Planning and programming discussions
Distribution: Attendees, (MF)

Meeting two focused on the specific analysis of student population(s) for the Hardy, Hunnewell, and Upham Schools. A chart of options for study led a detailed conversation and established the direction for the potential one, two, and three school scenarios to study on the building sites.

General

- SMMA will send a draft agenda prior to each meeting for SFC review and public posting.
- KC handed out Enrollment Scenarios (see attached) as developed by the focus team, a low, medium and high scenario was described. The medium and high were within approximately 15% of the numbers SMMA had analyzed for the Chart of Options.
- Enrollment study team consisted of David Lussier, Judy Belliveau, Jack Morgan, and K.C. Kato.
- SMMA used a medium and a high scenario in the Chart and after discussion it was determined that the low scenario was not a viable option at this time.
- SMMA will take the first pass at “bracketing” the options for the next meeting – additional options can be added upon further review with the committee.
- David Lussier noted that the Hardy site might be a better location for the Central Office to reduce challenges with the constraints of the middle school site.
 - One scenario could repurpose the old building.
 - Place a smaller new school behind the existing.
 - There is a district wide need for professional development spaces.
- In any two school scenario, the schools should be of equal sizes.
- David Lussier mentioned there was some concern for elementary school student populations having to cross Route 9 (but noted that it does occur today).
- SFC had sent the student by grade inventory for each school, performed last fall, prior to this meeting and was the basis of SMMA’s analysis.
- The three school study shall be designed to 100% capacity – MSBA guidelines assume a minor amount of flexibility assumed in there Space standards (roughly 10%).
- All Options should be based on a 50 year solution.

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Chart of Options:

This chart was used to establish the delta between the total District K-5 population and the assumed fit out for the four “newer” schools (Fiske, Schofield, Sprague, and Bates):

- The “Redistrict” to capacity column was generally accepted for this study – but the total capacity of the four schools will be rounded off at 1,400 students (effectively establishes four 3 Section buildings reflecting the optimum operating capacity of each building).
- Fiske and Schofield will show a maximum population of 322 students or 80% of capacity owing to these schools smaller core spaces and lack of some specialist’s spaces (Art and Music).
- Sprague and Bates being newer schools with full core and specialists amenities can be assumed to run at 90-95% capacity or 382 students (note this is still a reduction from today’s high student populations at both schools and will give the District some flexibility in the study).
- The Cropper report had recommended a 90% Utilization factor and had averaged the total student population across each grade level so the numbers tended to run a bit higher than using actual section or classroom counts as carried in SMMA’s table – note this is a good cross check on the numbers at this early stage of planning.
- Total student populations were shown for 2, 3, and 4 section schools.
- A four section school is the largest the SFC and School Committee would recommend.
- A four section school is the smallest recommended for any “new” or heavily renovated school scenario. Smaller 2 and 3 sections schools to be evaluated in the study process.
- It is unlikely that a (2) new school scenario will be supported.

Population Analysis Chart:

This chart gives an overview of the total three school population distribution and tabulates the low, medium and high scenarios based upon the delta after removing the 1,400 student maximum population at Fiske, Schofield, Sprague and Bates:

- SMMA to update the Chart for the Low Medium and High populations.
- The Low enrollment would result in three 200 student schools – less than 2 sections or two 300 student schools – 2 sections (+) each, this is not deemed to be efficient operationally or educationally at this point in time and will not be considered at this time in the study.
- New medium and high areas will be calculated for the updated chart:
 - The Medium population is 850 students (six sections total)
 - The High population is 1,100 students (eight sections total)

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Chart of Options Charts:

This chart gives an overview of the total three school population distribution and potential scenarios for additions/renovations and new building scenarios:

- SMMA to update the Chart for the Low Medium and High populations:
Add numbers for each scenario option for ease of discussion.
- Of the 19 Options shown over half were eliminated, a few new scenarios were also discussed.
- New medium and high areas will be calculated for the updated chart:
The Medium population is 850 students (six sections total)
The High population is 1,100 students (eight sections total)
- Consider phasing/sequencing of the high scenarios, i.e. the last phase might not be implemented if actual populations are below projections.

Next Steps

- SMMA to Update the Chart of Options for the next meeting:
Medium population shall use 850 total students.
High population shall use 1,100 students.
- Preliminary site analysis and test fits of most viable alternatives.
- Benchmark elementary school footprints based upon existing building models that reflect the MSBA Space Summary standards for specific populations – assume areas would be within 25% +/- accuracy for this conceptual level of study.

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