



**Hunnewell Elementary School – Feasibility Project
Project Coordination Group Meeting
Agenda**

Tuesday, January 8th, 2019

Time: 1:30 – 3:00PM

**Location: Facilities Management Department 888 Worcester Street,
Suite 370, Wellesley MA, Conference Room**

Agenda

TOPICS	HOW	WHO	TIME
Swing Space	Review progress and next steps with swing space study	SMMA, CPM	10 min
Schedule	-Coordinate Meeting Schedule -Review Schedule Progress	SMMA, CPM	10 min
Design	- Discuss Progress with Educational Program and Concept Development	SMMA	30 min
Building Committee	-Prep for School Building Committee Meeting	ALL	10 min
Renew old Business	- Distribute and discuss progress of previous minutes	ALL	15 min
New Business	- Introduce new topics -Discussion for next meeting	TBD	15 min.