

1 Joint Facilities Advisory Committee Meeting

2 Thursday, May 21st, 2020

3 Meeting Minutes- Approved 06 18 2020

4 Attendees Via Webinar:

5 Administrative Team: Adam Steel- Superintendent

6 Committee Members: Pim Grondstra- SCSB Member, Stephanie Grund- SCSB Member, Tom
7 Gauthier- ASB Member, Shannon Gascoyne, Vice Chair, Amherst NH, Victoria Parisi, Amherst
8 NH, Christine Grayson, Amherst NH, and John Bowkett, Amherst NH.

9 Public: Lance Whitehead and Anne Ketterer- Lavallee Brensinger Professional Architects,
10 Manchester NH.

11 Meeting Minutes: Danae A. Marotta

12 I. Call to Order

13 **Vice- Chair of the JFAC, Ms. Shannon Gascoyne, called the meeting to order at 6:02PM.**

14 II. Approval of Minutes

15 Ms. Gascoyne asked if there were any questions or comments on the meeting minutes of
16 04/16/2020.

17 There were no questions or comments.

18 **Ms. Parisi motioned to approve the meeting minutes of 04/16/ 2020. Ms. Gruzdien seconded**
19 **the motion. The vote was unanimous, motion passed.**

20 III. Mission and Purpose of the Committee

21 Ms. Gascoyne read the mission of the Committee.

22 They have all of the Capital Needs Assessments completed for all of the buildings, the Souhegan
23 2.0, the enrollment projections and they are waiting on the ASD A&E study. They will then
24 work on their recommendations, most likely for the Fall. She just wants to make sure that they
25 are on the same page.

26 The committee agreed.

27 IV. Unassigned Fund Balance

28 Ms. Grudzien added that at the last Amherst School Board meeting they reviewed that their UFB
29 was \$771k. They went through a detailed, prioritized list and agreed on an amount. She
30 suggested that they should do this at the end of each school year so that the community knows
31 what to expect and participate.

32 She asked Mr. Gauthier if there was anything to add.

33 Mr. Gauthier noted the Boiler was a big issue as well as the Roof at Clark.

34 Ms. Gruzdien added that they had to table quite a bit and they are looking forward to the June 4th
35 meeting.

36 Mr. Gauthier added that they had to table the main electrical power switch conversation.

37 Ms. Grayson asked if the AMS Roof was part of the discussion.

38 Mr. Gauthier replied, no, they are going to discuss that at their next meeting.

39 Mr. Pim Grondstra, Chair of the Souhegan Cooperative School Board, remarked that their UFB
40 is \$291k roughly, and they are trying to decide what they are going to do with that. At the top,
41 are upgrades to the science classrooms. They may have to parcel out and have lots of other
42 projects, such as HVAC upgrades. They have discussed a lot at the last two board meetings, and
43 will give direction at the June 2nd meeting.

44 Ms. Gascoyne asked if there are other questions.

45 Ms. Parisi noted her appreciation of both Boards being aware of their UFB and what can be done
46 to maintain the facilities.

47 Ms. Gascoyne questioned if there was anything that was related to the Souhegan 2.0.

48 Mr. Grondstra replied that he believes that the science renovations are a part of 2.0. The HVAC
49 is maintenance related. He added that he will review that soon.

50 Public Relations Subcommittee

51 Ms. Gascoyne noted that they have met twice, and the Amherst Citizen has published their
52 update in the School section. She has posted the minutes from May 14th and they did have
53 questions and they are working though that.

54 Ms. Anne Ketterer, Lavallee Brensinger Representative, added that they had a really great
55 meeting and she enjoys the energy.

56 Ms. Gascoyne thanked Ms. Ketterer.

57 V. C/W A&E Study

58 Mr. Lance Whitehead, Lavallee Brensinger Representative, noted that he would like to get some
59 feedback on the K-8 report. They have gotten information back and would like to do a working
60 session to review the following with the committee.

- 61 • Update on Building Review
- 62 • Update on Staff Questionnaire- Findings to date
- 63 • Update on Programming
- 64 • Public Survey Questions

65 They are still on track with their timeline and have analyzed the buildings.

66 Mr. Grondstra asked if there was anything that they were behind on.

67 Mr. Whitehead replied that he would like to have a couple more Zoom meetings with the school
68 administration. They have not been able to have the face to face meetings. They did review the
69 findings from AMS and have a fair number of notes. They have the same from Clark and
70 Wilkins.

71 He then reviewed the significant issues from AMS, Acoustic separation issues, poor HVAC,
72 portable walls need replacing, triangle rooms are challenging shape, poor electrical/access to
73 power, Band Room undersized- lacks storage and sink, small classrooms, unsafe driveways cuts
74 through recess and 2 classrooms have no natural light or fresh air.

75 He noted some significant desires/needs, such as breakout spaces for student use, new
76 furnishings, classroom teacher storage, need for common areas/ collaboration areas, PD space/
77 Learning areas/ conference rooms, project-based learning environment for Art, larger staff room.
78 Improved dimmable lighting, CPU Lab adjacent to library, student storage and outdoor learning
79 area.

80 He added more significant desires/needs for AMS. Such as more spaces for Special Education
81 areas, STEM specific Lab, Student Display areas, outdoor play space, flexible furnishings for
82 various seating heights, possible SNHU Sandbox, space for indoor recess, possible outdoor
83 amphitheater, science rooms with sinks, auditorium for 500-600, and sound booths for recording.

84 Mr. Bowkett inquired about the student display area.

85 Mr. Whitehead replied; it is for students to display their artwork. He has done gallery space; it is
86 not an expensive item.

87 Ms. Parisi inquired about the SNHU Sandbox.

88 Mr. Whitehead showed the committee pictures of the SNHU Sandbox.

89 Ms. Gruzdien added that SNHU sandbox could also be used by the students for all of that
90 collaborative work.

91 Ms. Gascoyne remarked that she would be in favor for multi-use spaces.

92 Mr. Whitehead responded that they will look into a collaborative space.

93 Ms. Parisi mentioned that the Staff Room at AMS is quite small and secluded.

94 Mr. Whitehead added that there were many significant comments, many felt that the school is
95 safe although one mentioned a more secure entrance sequence is needed. There were also
96 comments about the Library, size is excellent, should be more inviting, needing flexible
97 bookshelves and furnishings and more natural light. One person mentioned card access, and one
98 person mentioned more integration and less departmentalization.

99 At the elementary schools, many people mentioned the poor electrical/access to power, poor
100 HVAC, lighting is poor/non-dimmable, Café and Gym are shared spaces and the STARS
101 program needs more space.

102 Mr. Whitehead reviewed the significant desires/needs of C/W, with items such as classroom
103 storage, separate gym from Cafeteria (Cafeteria should have stage), Staff/Work room,
104 Staff/Building storage, better playground at morning play area, need small group
105 space/conference areas, need acoustic separated space for counseling, 1,200 sq. ft. classroom to
106 support “workshop model” learning, inviting lobby, and common space outside classroom for
107 learning.

108 Ms. Grund asked if the playground space is different in the morning.

109 Ms. Parisi remarked that all the grade levels are outside playing in the morning.

110 Mr. Whitehead inquired if this is a learning modality that will be widely used.

111 Mr. Steel replied, yes, very much so.

112 Mr. Whitehead reviewed more significant wants such as more special education areas, acoustic
113 separation at Music Room, conference rooms for Principal and AP, PD area (like SNHU
114 Sandbox), outdoor learning area, Tech Lab/makerspace with modern technology, current IWB
115 technology, and larger music room with acoustic separation.

116 Ms. Gascoyne inquired if they are talking about an updated computer lab.

117 Mr. Whitehead added that in the questionnaire someone noted that the 5th grade should be moved
118 back to C/W, eliminate direct doors from classrooms to outdoors, separate kilns, cluster
119 Art/Music/Tech specialty rooms together and create ability to group grade level teams together.

120 He questioned if they would prefer a 6,7,8 model.

121 Ms. Gruzdien replied, Pre-k to 5 would be the ideal model.

122 Mr. Whitehead noted that a few other people filled out the questionnaire and they need more
123 gym and auditorium space across the district, staff collaboration areas, flexible learning areas
124 and at SHS a more secure entrance and air conditioning. They will be launching into
125 programming and enrollment projections . You can see that there is a pretty wide range from
126 class to class.

127 The next steps are interviews, with Special Education educators and principals, they will then
128 draft a space program and then ask Administrators and Committee to review.

129 He mentioned that the givens are having quality mechanical systems, access to technology and
130 electricity, good natural light and safe/secure schools.

131 Some typical questions that they ask the community are the following:

- 132 • What is significant about your schools?
- 133 • What are the top 5 desired outcomes?
- 134 • What are the top 5 obstacles preventing desired outcomes?
- 135 • What teaching/learning/ training models do you want to explore?

136 Ms. Gascoyne asked about the student perspective and would like to see that get pushed out to
137 AMS and CW.

138 Mr. Whitehead replied that they can modify the questionnaire for really young kids.

139 Ms. Grayson noted caution around question #4.

140 Ms. Gascoyne added that they have other groups that use the facilities.

141 Ms. Grayson suggested that they ask the ARD for their thoughts.

142 VI. Souhegan 2.0 Discussion

143 Mr. Whitehead then displayed his screen showing the Souhegan 2.0 project. He added that it was
144 very student driven and after showing to administration they agreed. He added that the biggest
145 difference is the Student Common Center. They did look to create a wellness center and updated
146 the locker rooms and put in a school store and a community café in the middle of the building.
147 On the upper floor, is where they have designed an open library, more like a college library. The
148 big goal was the science labs and they expanded the Learning Commons. They broke it into
149 several renovation areas, from moving walls to full renovation. If you have a full copy of the
150 report, you can drill down for more information.

151 With the Annex, there will be an Art Center on the first floor and then Engineering Maker Space
152 area. On the upper floor, you can see the Science labs. On the left, is the current configuration
153 and, on the right, is the new science layout. They can also build a prefab maintenance building,
154 with 4 bays, that is low cost.

155 He continued by showing the committee more designs with larger and smaller group areas.

156 Additionally, the construction market is challenging right now, and they need to update the
157 numbers.

158 Ms. Parisi asked what else besides the science labs were staff driven.

159 Mr. Whitehead replied that a lot of ideas were born out of ideas with staff and students.

160 Ms. Parisi commented about having the right class sizes.

161 Mr. Steel agreed that they need appropriate class sizes K-12.

162 Ms. Grund remarked that she would prefer to keep the Annex as classrooms for the high school.

163 Mr. Grondstra replied that he agrees with Ms. Grund because they do not know their enrollment.

164 Ms. Gascoyne asked the group if they support Mr. Whitehead and Ms. Ketterer not moving
165 forward considering the Annex as a space for the middle school or elementary school grades.

166 The committee agreed.

167 She added that their next meeting in Thursday, June 18th 6:00PM.

168 Ms. Parisi added that they did cover a lot of information tonight. She gave her support and
169 appreciates the good conversation.

170 The committee thanked Mr. Whitehead and Ms. Ketterer.

171 VII. Meeting Adjourned

172 **Ms. Gascoyne adjourned the meeting at 7:36PM.**

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