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| DRISCOLL ELEMENTARY SCHOOL – BROOKLINE, MA | MEETING MINUTES APPROVED 4/16/20 |
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| DRISCOLL SCHOOL BUILDING ADVISORY COMMITTEE | FEBRUARY 28, 2020 |
| Location: | 333 Washington Street, School Committee Room |
| Time: | 7:30 AM |

| Name | Assoc. | Present |
|--------------------|---|----------------|
| Susan Wolf Ditkoff | Town of Brookline, Co-Chair SBS, PSB | Y |
| Heather Hamilton | Town of Brookline, Co-Chair SBC, TOB Board of Selectmen | Y |
| Karen Breslawski | Building Commission | Y |
| Ken Kaplan | Town of Brookline, Building Commission | Y |
| David Leschier | Advisory Committee | Y |
| Ali Tali | Transportation Board | N |
| Nancy O'Connor | Parks and Recreation Commission | Y |
| Dan Deutsch | Community Representative | Y |
| Victor Kusmin | Community Representative | Y |
| Linda Monach | Community Representative / Special Education Parent Advisory Council | Y |
| Arjun Mande | Community Representative | Y |
| Lakia Rutherford | Parent Representative / METCO | Y |
| Sara Stoutland | Community Representative | N |
| Mel Kleckner | Town Administrator | Y |
| Dr. Nicole Gittens | Deputy Superintendent of Schools for Teaching and Learning | N |
| Ben Lummis | Superintendent of Schools | N |
| Matt Gillis | Director of Operations | Y |
| MaryEllen Normen | Deputy Superintendent for Administration and Finance | N |
| Dr. Suzie Talukdar | Driscoll School Principal | N |
| Rob Mullin | Project Manager, Public Schools of Brookline | Y |
| Tony Guigli | Project Manager, Town of Brookline | Y |
| Dan Bennett | Building Commissioner | Y |
| Jim Rogers | LeftField | Y |
| Lynn Stapleton | LeftField | N |
| Jen Carlson | LeftField | Y |
| Jonathan Levi | JLA | Y |
| Philip Gray | JLA | Y |
| Carol Harris | JLA | Y |
| Len Wholey | Community Member | Y |
| Sam Ditzion | Community Member | Y |
| Barbara Hebert | Community Member | Y |
| John Hebert | Community Member | Y |
| Werner Lobe | Community Member | Y |
| John Bassett | Community Member | Y |
| Liz Donovan | Community Member | Y |

Co-Chair Susan Wolf Ditkoff called the meeting to order at 7:30am.

JLA reviewed Design Subcommittee Workshops #1 and #2. The five-person committee reviews every part of the building design room by room and provides information and comments that JLA considers and incorporates into the design where appropriate.

At the first workshop, typical classrooms on floors 3 & 4 were reviewed. Collaborative teaching and learning is expressed through movable partitions between classes and shared teacher preparation office between classrooms – these prep areas allow teachers to supervise classroom and hallway areas as well through glazing that overlooks halls. This design also removes teacher desks from learning spaces allowing for more flexibility.

Typical classroom walls include writable, magnetic surfaces. The design keeps mechanical to single zone of the room, closer to entrance of classroom allowing daylight to penetrate further into the rooms.

Storage system at exterior wall consists of mobile storage units under fixed cabinets on casters to allow flexibility. It was noted that movable storage may be a cost benefit, it can also act as additional table space.

PreK/K teachers expressed a desire to have private bathroom access. The design replaces teacher prep areas with bathrooms. Grades 1 and 2 wings will have bathroom off hallway to be shared by two classrooms. This design change is to address concerns and teacher feedback about sending students down hallways by themselves to access bathrooms.

Science classrooms are heavily regulated by model MSBA design guidelines. Movable lab worktops, demonstration table, LED monitor with writable surface around monitor have been included in the design. Glazing connects classrooms visually to hallway to share the excitement of the science happening in the classroom. JLA clarified that storage in all classrooms would be a mix of higher storage and base cabinet storage as well.

The corridor is an active space that encourages interaction to create sense of place. Teacher workspaces overlook the hall. On the higher floors, there will be lockers. When materials are chosen, phenolic will be proposed to avoid metal clattering and will be easier to maintain over time. Suspended, undulating acoustic ceilings will be added for excitement.

At the basement, the small and large gyms have been aligned and can now be joined to create a larger gathering space. The small gym is 1 story and the large gym is 2 stories. The health suite includes separate locker rooms, toilets for general use, and health offices. The maker space and fablab are located over the small gym. JLA is working with the district to determine how much seating is needed in the gym.

The educational program calls for (6) 400sf areas listed as project areas without an explanation of use noted. JLA has presented several options for these project areas that JLA is calling Cohort Commons. The placement is generally in the center of each floor above the cafeteria. JLA noted that teaching and learning should be connected throughout the building visually, and designed for children's use.

In workshop #2, the design of art classroom was discussed. These rooms will have plenty of storage, sinks, and a kiln room will be included between classrooms.

The Media Center has shifted from ground floor to third floor. There space is designed to be able to reconfigure to classrooms later if teaching and learning changes over life of the building. Included dedicated office and book room, plus a repair room. A small outdoor terrace on the roof of the multipurpose room below allows for a garden opportunity.

JLA will be reviewing the maker space and fablab requirements going forward. They are working with a consultant to design the spaces. The maker space is a space where physical building occur, whereas the fablab is where digital creation happens.

The administration office includes a welcome center that is visible from both main entrances on the first floor. The suite includes a conference room that can accommodate 14 people as well as administrative offices, storage and a collaboration space. Principal's office will have glazing that visually connects to the welcome desk.

JLA has been meeting with Special Education faculty and district director for feedback that has been included in the design. A parent meeting will be scheduled for Spring.

There was a question on whether having only one elevator will create longer waits for those who need it – it was added that longer travel times for people who need to wait for the elevator need to be considered. JLA noted that they will be presenting to the Commission on Disability on March 11 to gather more feedback, they added that the elevator is intended to only be used by those who need it and not as the primary way to travel vertically throughout the building. MSBA data shows that most new construction projects only have one elevator, so JLA feels confident that one should be sufficient in this building as well.

A member of the committee asked how people arrive at the 1st floor entrance from Westbourne Terrace. JLA noted that the entrance can be access either by a short set of steps, or a sloped walkway. JLA added that the landscape architect is currently working to make sure there is equitable access to and throughout the site. This is also being reviewed with the Playground Design Review Committee.

A member of the committee asked if there is currently staff that is available to teach classes at the maker space and fablab. It was explained that there will be a combination of adding staff and teachers signing out the space to use it. There are teachers throughout the district that teach part time classes in these spaces as well.

A member of the committee noted that movable partitions are not used where they are installed now. The member asked whether teachers will be able to move partitions without the assistance of the maintenance team. JLA explained that the district has shown interest in collaborative teaching and movable partitions will keep options flexible. JLA added that two of their previously built schools – Boston and Weston schools – actively use the partitions. The basis of design JLA specifies is far more advanced than when moveable walls were installed in schools in the 70s. The products now are durable, easy to move and maintain, and have a high sound insulation rating.

A member of the committee asked how many bathrooms will be added for 1st and 2nd grade classrooms and whether the additional cost is warranted. JLA explained that there are 4 additional bathrooms due to this design change. The bathrooms will be in alignment with a plumbing stack, so the premium to include these bathrooms will likely be insignificant. Another member of the committee noted that the added bathrooms were well-received by the teachers.

Member of the public proposed an idea for temporary playspace during construction. He noted that Beacon/Bartlett is 37,000 sf of space that could be blocked off and become a play street. He has reached out to the community to gather some preliminary feedback on the idea. The project team noted that the playspace will be further developed once a Construction Manager at Risk is on board. A committee member commented that a question about experience related to temporary street closure (for relocation of on-site programming) should be included in the CMR interviews.

A member of the public noted concern on air quality during demolition of the existing Driscoll School. LeftField explained that the CM at Risk is required to control dust and debris within the site fence during construction and demolition. Air quality will be monitored closely throughout the project.

The new building will be complete by early 2023, then abatement and demolition will happen. Abatement will occur first - while the building is air tight, any hazardous materials will be removed from the building, inspected, then building demolition starts.

By law, the CM Selection Committee is made up of a representative from LeftField, a representative from JLA, and three members of the Town, a member of the School Committee, a member from the Select Board and SBAC, and a member from the Building Commission were chosen to fill those community roles. A member of the committee noted that there was a gap in the makeup of the CM at Risk Selection Committee as there were no community representatives chosen to be members on the board.

Tony Guigli, the Project Manager for the Building Department emphasized that safety is the highest priority on this project, it will not be compromised. He added that while there will likely be issues along the way, the goal is to choose a CM at Risk that will be able to become a part of the team that helps to plan to avoid issues, and to problem solve with the rest of the team. Mr. Guigli went on to say that the CM at Risk firms that have submitted are skilled in urban sites, tight sites, and have high safety standards. Parking is an issue, but working with the right partner will minimize the impact on the community. Mr. Guigli added that during construction, a full time representative will be on site every day. There will be many eyes on site once construction starts. Safety is the priority.

There is a Transportation Board meeting on 3/16 to review permit spots available for teachers once the school is built. The School Committee voted on 2/13 to include approx. 38 spaces on site. This number will need to be finalized through design, the final number may differ from 38. The School Committee has recommended a plan that allows for 130 permitted spaces in the community. JLA's consultant has completed a traffic study that has informed the plans. Matt Gillis noted that there may be an opportunity to work with Transportation Board to find parking for the CM during construction as well. As partners in the project, he added, the Town should work together with the CM to find a solution.

A member of the committee noted that over the next 5 years, the children's quality of life will change because of this construction project. It was added that there is a feeling that public concern is being squeezed into public comments, but is not actually being addressed. The project team noted that many of the concerns being brought up at this time will need to be reviewed with the CM at Risk to find a solution and really address concerns. Talking through these concerns early and consistently before the actual construction starts is very important to the team, and it is the reason that hiring a CM at Risk to partner with during preconstruction is so important.

Nancy – March 10th hired – Monday night, park design, not discussing temp play space.

A member of the public asked if the team had considered not demolishing the Driscoll School until after the Pearce School is complete, suggesting that it could be used for swing space during that project. It was clarified that there is not enough play space on the site for two schools at once, the Driscoll School will be demolished as soon as the new building is occupied.

Upcoming Meetings –

- 3/02/20 – Playground Design Review Committee - 7:00pm – 9:00pm @ Driscoll School Library
- 3/03/20 – CM at Risk Selection Committee Meeting - 9:00am – 11:00am @ Town Hall, Room 408
- 3/10/20 – CM at Risk Interviews - 11:00am – 5:00pm @ Public Health Building, Denny Room
- 3/10/20 – Building Commission Meeting - 7:20pm – 8:00pm @ Town Hall, Room 408
- 3/11/20 – Design Subcommittee Workshop #3 – 7:30am – 9:30am @ Public Health, Denny Room
- 3/11/20 – Commission on Disability – 6:00pm @ Town Hall, location TBD
- 3/12/20 – Working Group Meeting – 7:30am – 9:00am @ Town Hall, Room 408
- 3/16/20 – Transportation Board Meeting – 6:00pm @ Online
- 3/18/20 – Design Subcommittee Workshop #4 – 7:30am – 9:00am @ Online
- 3/19/20 – School Building Advisory Committee Meeting – 7:30am – 9:00am @ Online