

**Auburn School District
School Improvement Committee
September 13, 2017
Approved Minutes**

Committee Members Present: Peter Miles, Chair; Jason Tyburski, Vice Chair; Alan Villeneuve, Dr. Phil Littlefield, Tom Goynea, Diane Proulx, Doug Blay, Jennifer Anderson, Melissa Prunier, Lori Collins and Mike DiPietro.

Also Present: Janice Baker, Terry Coll, Joanne Linxweiler, Michael Rolfe, Keith Leclair and William Herman

Mr. Miles convened the meeting at 6 PM. He asked the Committee members if they had seen the one-page document that was the charge for the School Improvement Committee. Mr. Leclair indicated he will set-up a share drive where the Committee members will be able to access all documents they will deal with, and he will include the committee charge there.

Mr. Miles also passed around a sign-up sheet for individuals to indicate whether they would be interested in serving on a sub-committee for the building, for finance or for communications.

Review of New Options:

On behalf of the School Board, Mr. Villeneuve presented the Committee with conceptual plans of potential renovations and additions to the Auburn Village School that highlighted approximately seven different potential components of improvements that could be made to the school. Mr. Villeneuve noted the work is an extension of the planning done to date, although a few items had been slightly changed in configuration from previous plans, but still works within the constraints of the property which include roads, a brook and a cemetery. He expressed the notion the School Board's expectation is that whatever takes place should result in the facility being better than currently exists. He also indicated this plan does not address parking or bus route drop off & pick-up changes proposed in earlier plans.

Mr. Villeneuve walked through the various components of the potential improvements, which were highlighted on the plans in varying colors.

Item #1 – Included removing the existing portable classrooms, which provide a total of nine classrooms, and building a two-story 14 room addition in their place. The addition would include classrooms, a science laboratory and kindergarten learning spaces, in addition to bathrooms on both the first and second floors. During discussions, Mr. Villeneuve noted this item was the absolute minimum needed from the School Board's perspective.

Item # 2 – A two-story lobby and resource addition in the rear of the building between the classrooms detailed in Item #1 and the existing cafeteria. The addition would include approximately 10 rooms that included small classrooms, resource rooms, a music room, art classroom, teachers' room and storage space.

Item #3 – Renovation of some of the current front space of the AVS that includes space for the School Nurse, OT/PT and Administration that would partially be relocated into space created in Item #2, in addition to renovations of labs and kindergarten space.

Item #4 -- A small addition to the current cafeteria to provide additional space to handle larger groups at a time for school lunches.

Item #5 – A renovation to the current cafeteria and kitchen space, and includes an expansion of the kitchen capacity in order to be able to serve more students at one time.

Mr. Villeneuve and Mr. Leclair both indicated Items #4 and #5 should be considered together because simply providing more space for the cafeteria does not address the overall issues with the kitchen and cafeteria. They noted currently lunch has to be served between 10:30 AM and 1 PM in order to accommodate everyone within the facility's current capacity. They noted only adding more seating space would not address the issue of being able to prepare enough food at one time for the number of students to be served, which is why they suggested Item #4 and Item #5 should be considered together.

Item #6 – The current main entrance of the Auburn Village School is going to remain in place. However four classrooms in the front of the building that are to the left of the entrance could be removed and four additional classrooms could be added to the addition outlined in Item #1. This would have all classroom space together in the same overall area within the school building, while also providing space to enable a reconfiguration of the parking lot and a potential school bus loading & unloading area.

Item #7 – Would provide for a 9,000-square-foot gymnasium alternative. The gymnasium would replace the current gymnasium and would be 50% larger than that current space. The gymnasium would also include a stage. Not included in the gymnasium alternative at this point were locker rooms, and it was also noted building a gymnasium would force addressing parking at least in the rear of the building and would require some reconfiguration of other space to accommodate full support and use of the gymnasium.

Mr. Leclair commented the School Board was attempting to allow for the full plan to be developed at some point in the future and to not hamper future school boards or School District meetings from making decisions on whatever might not take place now.

Mr. Rolfe suggested at a future meeting it would be helpful to tour around the building to physically show the committee and public where these specific additions and

renovations would be taking place so everyone can visualize how it all fits together. There was consensus that was a good idea.

Through questions and discussion, Mr. Villeneuve noted the seven items listed leaves approximately 50% of the current facility untouched with updates or improvements. He and Mr. Leclair both indicated some of the mechanical and other updates that should happen in this space should become operating budget items over a period of time and were not things to be included in a bond.

It was noted bathrooms was an item being addressed, both in terms of adding additional bathroom facilities, but also updating current facilities and moving things like handwashing stations out of the hallways and into the bathrooms.

Mr. Villeneuve noted a number of areas in the 1988 addition where openings were left in the second floor to allow light to come into the first floor would be filled in this process in order to meet current building and life safety codes.

A number of questions were asked concerning the gymnasium space and supporting facilities to the gymnasium. Mr. Villeneuve indicated they were not yet to that level of detail unless the committee felt the gymnasium needed to be part of the project moving forward. Mr. Leclair indicated the gymnasium space on the plan is a placeholder in the School Board's mind. He felt if the gymnasium was included in whatever is proposed, the project would basically be back to the overall original plan, and the School Board is not likely to put that plan forward.

Concerning the changing of the angle for the proposed 14 room addition to replace the portable classrooms, Mr. Villeneuve indicated this was done to pull a little bit away from the ballfield requiring less site work and building square rooms and space versus space with angles is less expensive.

Mrs. Anderson asked if the parking lots as shown could include the loop for the school bus drop-off & pick-up that had been part of previous plans. Mr. Villeneuve indicated that it was likely not possible as currently anticipated, but is not precluded from an adjustment being made in the future.

A question was asked whether the costs for desks, chairs, furnishings, equipment for the new classrooms, etc., is factored into the project costs. Mr. Villeneuve noted the school district has all the desk, chairs and furnishings necessary for its current classrooms, including the portable classrooms, and that wouldn't be going away. It would be moved into the new classrooms. So there would not be the need to fully outfit 14 new classrooms, but a few of them are additional classrooms and they would have to be outfitted.

Initial Prioritization of Project Items:

The Committee members took a few minutes to individually prioritize the different projects items described in order to see if there was consensus on what to potentially focus on moving forward. In polling the committee members on what they felt were the order of priorities of project pieces, the following consensus was determined:

Priority #1 – Remove portable classrooms and replace with a two-story, 14 room addition. (Item #1)

Priority #2 – A combination of the Two Story Lobby and Resource Addition (Item #2) and Renovation of Nurse, OT/PT/ Labs, Administration & Kindergarten Space (Item #3)

Priority #3 – A combination of the small addition to the cafeteria (Item #4) coupled with a renovation of current cafeteria and kitchen space with additional kitchen equipment (Item #5).

Priority # 4 – The demolition of four existing classrooms at the front of the current Auburn Village School to open the front of the property up for expanded parking and potential school bus drop-off and pick-up coupled with the addition of four classrooms to the two-story addition listed as Item #1. (Item #6)

Priority # 5 – The addition of the new gymnasium and required reconfiguration of space and parking. (Item #7)

Mr. Leclair and Mr. Villeneuve felt ultimately the Committee and the School Board would need to determine the project limit in terms of costs that the voters would find acceptable. With the prioritization of potential improvements or additions, the School Board will be able to have closer cost estimates developed for each of the project pieces listed as Priority #1 through #5. With that information, the Committee will be able to better determine what they are able to recommend and at what general cost.

A considerable discussion ensued about whether to continue to include the gymnasium in the mix of priorities. Mr. Tyburski expressed the thought the larger gymnasium was important to school activities, but it was also the only “community” feature to the school project that would be used by a number of community resources including voting, Boy Scouts, Girl Scouts and others. Mr. Leclair stated he felt the gymnasium was important, but he also felt the message was very clear from the June facilitated meeting that the gymnasium was a large part of what the public opposed. He felt it was best to not include it in the project moving forward. The general consensus of the committee was to not include the gymnasium in the planning moving forward, but leave it as a placeholder for future consideration.

Mr. Leclair and Mr. Villeneuve both indicated the remaining mechanical (including air handling), electrical, plumbing and limited renovations through the remainder of the building that is not addressed by the potential project being discussed could be

expenses included in the operating budget over a period of years, and not included in a bond.

Mr. Leclair indicated he would take the committee's input on the priority of the potential construction items to the construction team in order to have revised construction numbers developed. These will enable the Committee and the School Board to have realistic estimates as they determine what they feel they can propose to the voters. He will see whether the updated estimates can be available for the Committee's next scheduled meeting on September 27th or if they will need to wait to the meeting after that on October 11th.

Potential Sub-Committees:

Mr. Miles suggested it may make sense for the whole committee deal with the building pieces and not form a sub-committee. Mr. Leclair indicated the major decisions for the building will need to be determined relatively quickly as the School Board will need to make some decisions by late November or early December.

Mr. Miles indicated if the new project information and estimates are available for the next meeting that will be the focus of the meeting. If not, the September 27th meeting will concentrate on the communications component of this effort.

Mrs. Anderson noted part of the communications should be to include something from the Committee in the Auburn Village Crier each month. The deadline for the October edition is at hand and she thought at a minimum something that provides the dates and times for the Committee's October meetings and a quick snapshot of the formation of the committee would be appropriate. Mr. Miles asked if she could prepare something for submission, and she agreed to do so.

Meeting Minutes:

Mr. DiPietro moved to approve the minutes of the September 6, 2017 meeting as printed. Second by Mrs. Anderson. A vote was taken, all were in favor, the motion carried.

Next Meeting:

The next meeting was scheduled for Wednesday, September 27th at 6:00 PM at the Auburn Village School.

Adjourn:

Mr. Miles thanked the participants and adjourned the meeting at 7:45 PM.