

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Facilities Task Force

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#### Date and Time

Tuesday February 23, 2021 at 7:00 PM

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#### Committee Members Present

Andrea Barlow (remote), Ariane Purdy (remote), Brad Rogers (remote), Christian Strom (remote), Jim Gaudette (remote), Rebecca Whidden (remote)

#### Committee Members Absent

Amy Leveroni, Marisa Fava, Nathan Dye

#### Guests Present

Chris Collins (remote)

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

Rebecca Whidden called a meeting of the Facilities Task Force Committee of MCCPS Board of Trustees to order on Tuesday Feb 23, 2021 at 7:00 PM.

##### C. Approve Minutes

Rebecca Whidden made a motion to approve the minutes from Facilities Task Force on 01-19-21.

Ariane Purdy seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

Marisa Fava	Absent
Andrea Barlow	Aye
Ariane Purdy	Aye
Brad Rogers	Aye
Rebecca Whidden	Aye
Christian Strom	Aye
Jim Gaudette	Aye
Nathan Dye	Absent
Amy Leveroni	Absent

**II. Facilities Task Force**

**A. Mission & Vision Statement Discussion**

The group agreed to jump ahead to Task Updates, and to save the Mission & Vision Statement discussion for next meeting when there is a larger group in attendance.

**B. Task Updates**

**PROGRAM DESIRES (FACULTY & STAFF)**

- Andrea shares feedback from faculty and staff:

- desire for windows and natural daylight in classrooms (skylights would be ok)
- desire for storage of student belongings (coats, backpacks, etc)
- desire for storage for teacher materials and personal belongings
- desire for small group spaces, potentially attached to classrooms
- desire for a bigger, nicer art studio
- desire for another faculty/staff bathroom
- Special Education counselors would like to have private spaces / break out spaces for students who need a break from the classroom environment
- interest in an expanded community room, with a stage for performances
- interest in a technical training space as a potential differentiator of MCCPS from other local schools

- Andrea notes that this feedback comes from a good mix of faculty/staff departments and grades. Becca notes that the feedback aligns with the program items identified in Peter's wishlist.

- Brad asks if it would be possible for Andrea to share the data in raw text form, which could be used in a final report as word clouds or other formats. Would be good to present the ideas reflected in the Task Force's proposals in faculty and staffs' own words.

- Andrea notes that she can help think through desired relationships between program elements. Becca suggests the possibility of drafting bubble diagrams to capture this information.

## **PROGRAM SQUARE FOOTAGE**

- Becca shares rough program square footages based on space summary template published by the Massachusetts School Building Authority (MSBA). She will share this document via email with the group.
- Brad suggests that the program document include a notes column that captures what spaces need in terms of character (for example daylight). It's not just about raw square footage!
- Becca notes concerns that the desired program won't fit in the existing building. We need existing conditions documentation to confirm.
- Brad notes that mezzanine likely isn't up to code and can't be considered as available square footage.
- Peter notes that lunch doesn't have to happen all at one time, and that cafeteria space could shrink if lunch was scheduled in two sittings.
- Peter notes that the program list he provided last year is a wish list, and could be trimmed.
- Becca asks about how important it is to include rentable program space like a regulation size gym, a blackbox theater, and/or a science lab/maker-type space. Ariane notes that Village School in Marblehead and Swampscott Middle School don't have science labs. Ariane also notes that a woodshop sounds archaic, and not very desirable. Perhaps maker-space is more contemporary?
- Peter shares idea he discussed with the North Bennet Street School: artisan in residence, perhaps someone who builds boats. They could get free space and teach workshops for students and community members.

## **ROOF UPDATE**

- Christian shares his roof research, noting that the window to fix roofs is summertime and that realistically we are too late to repair the roof in Summer 2021. Should we target Fall 2021 or Summer 2022?
- Ideally we would hire a mechanical engineer to give us a plan on the lifecycle of all rooftop units.
- Discussion about whether we should replace failing rooftop units now, then do roof later, or if we should hold off on replacing units until after putting on a new roof. Peter notes that his and Andrea's offices are currently without heat. Not a very sustainable situation.
- Chris Collins (guest) notes that HVAC units should be flashed and reset at the same time for proper coordination. Ideally rooftop units and roof would happen at the same time.
- Ariane asks if there is any COVID money available for new HVAC systems? Peter notes that school has used as much as is currently available; available funds in the future will depend on the new bill being passed.
- Brad asks if there is interest in sustainable solutions and a complete rethink of building systems. This could save money in the long run. Peter says yes! There could be great curricular value to having solar panels.

- Brad notes that MCCPS is a perfect site for solar because there is no shade and shares that Mass Saves has a school-specific rebate program. Something we could look into.
- Peter notes that a lot of building maintenance has been deferred. Staff doesn't know what questions to ask. The advice of this task force is valuable here!

At this point we ran out of time for additional task updates, which will be shared both via email and at our next meeting.

### C. Identify Next Steps

- Becca proposed extending next month's meeting to 8:30pm so we don't continue to run out of time. The group agreed.
- Brad will share (via email) the cartoon mock-up of a final report / deliverable to the Board.
- Becca will share (via email) draft Mission and Vision statements with the group for their consideration and for further discussion at our next meeting.
- Ariane will share final base documents, including overall gross building square footage.
- Peter and Andrea will think about how to solicit feedback from parents and students about facility and program desires / goals.
- Becca will research rental fees of potential income-generating spaces (gym, black box theater, maker space, etc).
- Brad and Christian will research solar panel information.
- The group will think about alternative building systems with an eye to sustainability and potential curriculum tie-ins.

## III. Closing Items

### A. Adjourn Meeting

Jim Gaudette made a motion to Adjourn the meeting.

Ariane Purdy seconded the motion.

The committee **VOTED** unanimously to approve the motion.

#### Roll Call

Ariane Purdy	Aye
Jim Gaudette	Aye
Marisa Fava	Absent
Rebecca Whidden	Aye
Brad Rogers	Aye
Amy Leveroni	Absent
Andrea Barlow	Aye
Nathan Dye	Absent
Christian Strom	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:10 PM.

Respectfully Submitted,  
Rebecca Whidden