



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE – GARRISON SCHOOL MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room
Meeting Date:	Monday, June 6, 2016
Meeting Time:	5:00 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Garrison School Joint Building Committee was called to order on Monday, June 6, 2016 at 5:06 p.m. in the Superintendent's Conference Room at the McConnell Center by JBC Chairperson Betsey Andrews Parker. In addition to Ms. Andrews Parker, present JBC members included Karen Weston, Keith Holt, and Jan Nedelka. Steve Haight and Joe Nicolella were excused. Also in attendance were Superintendent Elaine Arbour, Garrison Principal Beth Dunton, Business Administrator Libby Simmons, CW Services Manager Jeff White, and Mark Lee and Dan Bisson from Harriman Architects.
- II. CITIZENS' FORUM:** No one addressed the JBC.
- III. APPROVAL OF MEETING MINUTES OF 5/16/16 and 5/26/16:** Karen Weston moved, Jan Nedelka seconded to approved meeting minutes listed above. An oral **VOTE PASSED 4/0**.
- IV. DISCUSSION WITH REPRESENTATIVES FROM HARRIMAN:** After introductions were made, Mr. Lee reviewed the meeting held earlier in the day with Garrison School staff members. He stated that they will be working on the facility and educational program including how the building best supports these programs. Some items that staff commented could be enhanced included bathrooms, storage space, wood chips among others. Mr. Lee and Mr. Bisson shared questions asked to staff
 1. What is unique about the Garrison school community? strong PTA, growing diversity, location, shields, Earth Day, healthy lifestyles, use of resources
 2. How can school promote community and what spaces are needed to support this? Assembly spaces that are good for different sizes, lobby/reception area, tree in entry way, better flow, connect wings, band room
 3. In what ways can classroom be improved to support learning? Ventilation, student storage space, furniture, lighting, type of windows, distribution of power/data in classroom
 4. What spaces are needed to support teachers as professionals? Storage space, areas for private conversation (small groups), larger staff room,
 5. Where are student's accomplishments celebrated and how can be enhanced? Hallways, bulletin boards, display cases, cork boards as opposed to bulletin boards (easier maintenance) (remove chalk boards)
 6. How can technology be used to enhance learning? More outlets and computer carts, reliable wireless, access to technology
 7. What ways can school connect with natural environment? Better windows, courtyard, indoor garden, maps of states outside, aquarium, atrium, more convenient outdoor spaces, outdoor garden, trails
 8. Other thoughts? Congestion, constraints on site



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Mr. Lee commented that they asked staff to reach out to students for their thoughts. Some thoughts included better air flow, more rooms, more whiteboards, updated and bigger cafeteria, more color, snack bar, technology labs, new paint, healthy vending machines, indoor waterfall, more bathrooms, ice cream machine, motivational sayings, new playground equipment, lockers, water bottle refills.

Harriman will start looking at space issues and will meet with Ms. Dunton to get a better idea of needs.

Mr. Lee noted that they will be looking into how education is delivered and more will be known on this after meeting with Ms. Dunton.

Mr. Holt commented that classrooms, including furniture should be able to adjust to fit teaching needs. He added that maybe the CTC could help with some suggestions, making this a cross school commitment.

Mr. Bisson commented that community involvement will also weigh in and be involved in the process. The gym is now heavily used, but this may change after the new high school is built.

Ms. Andrews Parker commented that the layout of the building needs to be reviewed.

Mr. Holt recommended plans possibly being shared at Open Houses. Mr. Lee commented that he would share more on the communication plan at the next meeting.

V. SCHEDULE FUTURE MEETINGS:

Mr. Lee recommended monthly feedback from the JBC with meetings every 3-4 weeks (1.5 hours per meeting). It was determined that Thursdays at 5:30 pm would be an agreeable time for GES JBC meetings. Mr. Lee suggested meeting 3 times during the summer before a final meeting near 3rd week in September.

VI. REVIEW ACTION ITEMS:

- Ms. Andrews Parker will send a doodle link to GES JBC committee members and others to determine which 3 meeting dates will be agreeable to all for the summer
- Mr. Lee will incorporate suggestions into proposal and finalize the AIA contract
- Harriman will develop the building floor plans and talk with Beth regarding inventory of spaces.
- A project schedule/work plan will be sent to Robin by Mr. Lee to share with JBC.
- Dr. Arbour will meet with Mr. White to review existing site plans
- Dr. Arbour will talk with City Planner Chris Parker regarding city properties and possible issues

VII. MATTERS OF INTEREST:



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Mr. White noted that there is minimal information regarding the original footprint and much more detailed information on later renovations.

Mr. White discussed the past use of the GES gym and stated that it has been heavily used and is the most heavily used gym in area.

Robin will send contact information for Gary Bannon, Krista Trefethen and Peter Wotton so that they may discuss current and potential recreational uses of Garrison School.

Mr. White discussed "Dead Man's Pit" (ravine created by rain water) and noted that there is a walk through with city Community Services. He invited representatives from Harriman to join the meeting if they are able.

VIII. BUILD NEXT AGENDA:

Harriman will attend the next meeting and be the focus of the meeting. Also included will be a monthly financial report and committee report. The communication plan will be reviewed by Harriman also.

IX. ADJOURNMENT: Karen Weston moved, Keith Holt seconded to adjourn the GES JBC meeting at 6:10 p.m. An oral **VOTE PASSED 4/0.**