

K-12 Building Committee Meeting Minutes from June 10, 2013 Special Sub-Committee Meeting at Deans Mill School

Members present: Robert Marseglia, Faith Leitner, Dean Beverly

Guests and citizens: Deans Mill School Staff

Rob Marseglia called meeting to order at 3:45 pm.

Discussion: Rob Marseglia opened the meeting with discussion with the Deans Mill School (DMS) staff about the purpose of the K-12 building committee, and the focus of effort was to propose improvements to the elementary school buildings in Mystic and Pawcatuck. Faith and Dean also spoke about the K-12 committee purpose.

The following is a list of the items discussed by the DMS staff:

- eliminate portable storage equipment and install permanent storage cubicles and shelves to create more space for technology insertions
- Offer to Stonington Public School staff with the K-12 building committee when we go on field trips
- provide large assembly space for school students/staff/parents
- provide adequate parking for large events
- the following are good ideas that were seen at the Winthrop School in New London:
 - direct the flow of people with color coded tiles that provide contrast
 - provide dedicated space for before and after school programs
 - install an audio system in the cafeteria that can play music and reduce the noise level created by students
 - install a movie screen in the cafeteria that can show health education videos during the lunch periods
- install acoustic absorbing materials in the cafeteria
- provide a small "annex cafeteria" for students that cannot tolerate noise
- install an HVAC system that will improve the air quality at DMS
- provide tile floors throughout the building (remove carpets)
- provide windows at a height that will provide views outside the classroom
- install shades over the harvest lights to reduce the glare on Smartboards
- provide "touchless" toilet, sink, and hand dryer fixtures in bathrooms
- provide hot water in classroom sinks

- relocate staff bathrooms that are currently in the staff room
- install copy machines at the extremities of the buildings
- provide staff with the ability to print at home when using school computers
- install small shelves (at an adult height) to hold the mini-hard drives near the Smartboards
- provide a handicapped ramp from the end of the 1st grade wing to the playground
- eliminate use of metal keys and allow access to the building with a badge reader
- evaluate the ramp to the lower wing to determine if it meets current building codes
- provide a building layout that reduces hallway noise create by students when moving to the playground
- in the lower wing, replace thin walls with sound isolating walls
- install locks on connecting doors in the new wing
- provide a music room that is not adjacent to a classroom and is designed specifically for music education
- in the art room:
 - improve the layout by separating the kiln and the sink
 - in the art lower the height of the sink
 - provide a double sink
- in the media center/library
 - install a Smartboard that can be used by the computer lab
 - computerize the library card catalog for book inventory
- raise the roof of the gymnasium, and eliminate the dropped ceiling
- reseed and maintain the soccer field
 - consider installing irrigation on the field
- resurface the outside basketball court and establish a maintenance plan
- improve the grading of the land beyond the basketball court to improve and/or eliminate the drainage ditch
 - when students are near the drainage ditch, it creates line-of-sight problems for recess monitors
- provide separate areas in the parking lot for:
 - bus drop-off and pick-up
 - teacher parking
 - parent parking
- improve the surface of the loose gravel/broken pavement path from the lower wing to the playground
- upgrade/improve the electrical service (including the amperage rating) to the building and then provide more electricity to classrooms

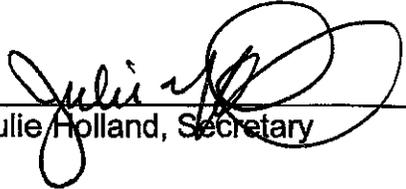
- re-grade the playground to ensure that the mulch stays in the playground after heavy rains

In summary, the most immediate needs that the K-12 building committee should address for DMS are:

- a modern HVAC system
- tile floors throughout the building
- an electrical system that meets 21st century teaching and learning
- building safety, including:
 - improved entry area into the building
 - exterior doors that lock
 - appropriate shatter-proof double pane glass in all windows

After the staff meeting ended, Doug Hammel and Allison Hine provided a guided tour of DMS.

The meeting adjourned at 6:00 pm.


Julie Holland, Secretary