

West Elementary School Building Committee Minutes

Thursday, May 14, 2020 – 7:30AM

Via Remote Access – Webex TV

Participating via remote

Access Voting Members: Chair-Paula Colby-Clements, Shelley Berman, Andrew Flanagan, Rick Almeida, Heather Eigen, Jennifer Hunt, Susan McCready, Janet Nicosia, Siggie Pfendler, Paul Rollins, Elizabeth Roos, Donna Walsh

Non-Voting Members: Mark Johnson, Esq., Tracey Spruce, Esq., Paul Szymanski

PMA Consultants (remote): Kevin Weeks, Brian DeFilippis

SMMA Architects (remote): Lorraine Finnegan, Steve Rusteika

Special Guest: Paul Puzzanghera, Chief Information Officer – Town and School

West Elementary School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7:33AM. Because of the emergency state of government due to Covid-19, all SBC members are participating via Webex. All votes will be taken by roll call at this meeting.

Approval of Minutes; Approval of Invoices and Change Orders. Vote expected

On a Motion made by Liz Roos and seconded by Susan McCready, the West Elementary School Building Committee approved the April 30, 2020 meeting minutes. On a roll call vote, the motion for the April 30, 2020 meeting minutes was approved on a 12-0 vote.

The Chair submitted for payment approval- Invoice from PMA Consultants #04303-12 dated May 6, 2020 for the amount of \$20,945.76 for professional services April 1-April 30, 2020. *On a Motion* made by Andrew Flanagan and seconded by Susan McCready, the West Elementary School Building Committee approved the PMA invoice read by the Chair today. The motion was approved on a roll call vote 12-0.

The Chair submitted for payment approval - Invoice from SMMA Architects #0052790 dated May 8, 2020 for the amount of \$143,894.29 for professional services from March 21-May 1, 2020.

On a Motion made by Sheldon Berman and seconded by Elizabeth Roos, the West Elementary School Building Committee approved the SMMA invoice read by the Chair today. The motion was approved on a roll call vote 12-0.

Discussion and update of PSR Submission – Lorraine Finnegan

The PSR was successfully submitted on May 6th. The FAS is scheduled on June 3 in the morning via a Zoom meeting, short meeting/ 15 slide presentation– w/MSBA. A dry run will be done before this date. This meeting will last 35 minutes. The purpose of the meeting is to inform MSBA staff and some of the Board about the project. MSBA staff who have been assigned to the project as well a member from DESE will help us to present. This is a more in-depth personal review of the educational and special education programs. This subcommittee will recommend to MSBA to move the project to June 24th for approval. We will show our goals, 3 slides on Pre-K and the remainder of the slides will be on design; what the design is and factors that determine the design of the building. There will be a conversation on the flexitorium; MSBA already gave some feedback on this. They have promised that they will give us better direction on what will be eligible for reimbursement in their PSR comments. MSBA wants some items categorized and also looked at our Special Education layout. It appears that the enrichment spaces (i.e. library, art room, etc) may not be reimbursable.

The MSBA is asking for the mechanical penthouse to be move above the line. They understand what the architects say about having a shed over the mechanical equipment which helps with longevity, crews

can work on it should there be a problem during the day, etc. However, at this point, the MSBA is not looking at this item favorably.

Dr. Berman said Janet Nicosia and Lorraine Finnegan made a strong case for the penthouse and he felt disappointed with MSBA's attitude on this. This is a change from the past – as they don't want to allow this to be built – even though the district will pay for it. It has never been a reimbursable item. Ms. Finnegan said she is not sure what options are available at this time. As they look at schematic design, there may be other opportunities. Ms. Finnegan reminded MSBA that High Plain, Wood Hill and Bancroft have this penthouse which has been a good thing for the equipment. However, MSBA seemed to make up their mind. This can be raised at the FAS but shouldn't be the focus point. Ms. Nicosia said that the max square footage that MSBA is giving the district has to allow for the penthouse which will take away from the educational part of the building.

Presentation of Town and School Technology by Paul Puzanghera, CIO, Andover

Paul Puzanghera presented a technology presentation to the Committee. It was a very thorough presentation. Andover is one of the first towns to unify all systems together – town and school. He displayed from where the town/school departments was when he took over to what the network system is today. Together with the Digital Learning team, they work on all schools. Every student has access to digital devices. He also showed what is in the present-day classroom and what he is proposing for the future including thoughts of a social distance world. They are committed to the safety of all staff/children through new technology measures in our classrooms – no analog phones, all digital speakers, badge systems, etc. The model the IT department has developed will work in the design of this new building. IT will support all town and school missions. For the future, schools need to become a hub of new virtual learning communities. The presentation can be found at [Thoughts on West Elementary Technology](#)

Paula stated that technology is part of the overall project costs. Every building and every piece of technology will work well in this new building. Members encouraged Paul to make the same presentation at a School Committee meeting so the public can be educated on all the technology capabilities throughout the schools and town. Dr. Berman stated that right before the pandemic, the district was intending on installing a learning management system which is a useful tool in teaching/learning. He feels that better applications also need to be looked at i.e. Near Pod vs. Google Classrooms and also having independent applications for students/parents which they can use and have the data linked to teachers. These are things that really need to be looked at for the immediate future. Thanks to Paul, the technology infrastructure is there, but we need a learning infrastructure for the next phase.

Selection of Next SBC Meeting date(s) and main subject.

The Committee will not meet on May 28th, but will look to the next June dates on the schedule as their meeting dates – June 11 and June 25. Dr. Berman requested if the SBC meetings could be moved at some point to another Thursday – not on the same Thursday -- as the evening SC meeting. Paula said that she would hope to look at the schedule for July and on to do this. Also, Paul Szymanski told the Committee that he is notifying MSBA of his successor.

Adjourn

On a Motion made by Sheldon Berman and seconded by Susan McCready, the West Elementary SBC voted to adjourn the meeting of May 14, 2020 at 9:05am. On a roll call vote, the Committee voted 12-0 to adjourn.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION

Town Clerk and Chief Strategy Officer
Austin Simko



Date: June 12, 2020

