

West Jefferson Hills High School

West Jefferson Hills School District
WTW Project No. 71-4012

VISIONING MEETING NO: 03

June 19, 2014, Revised: July 7, 2014
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Attending:

Dr. Michael Panza
Ryan Snodgrass
Patty Zeleznick
Tom Risley
Alan Caponi
Debbie Pozycycki
John Hosmer
Keith Pancoast
Kelly Magill
Ira Weiss
Betsey Kane
Kieran Wilmes
Anthony Lucarelli
Doug Shuck
Larry Payne

Representing:

West Jefferson Hills School District (WJHSD)
West Jefferson Hills School District
West Jefferson Hills School District
West Jefferson Hills Construction Committee (WJHCC)
West Jefferson Hills Construction Committee
West Jefferson Hills Construction Committee
West Jefferson Hills Construction Committee
West Jefferson Hills Construction Committee
West Jefferson Hills Construction Committee
West Jefferson Hills Construction Committee
Turner Construction Company (TCC)
Grimm & Parker Architects (G+P)
Grimm & Parker Architects
WTW Architects (WTW)
WTW Architects

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Meeting Location: Thomas Jefferson High School – Jefferson Conference Room, 5:30 PM

Meeting Purpose: Construction Committee Update

Agenda:

1. Welcome and Introductions:
 - a. All members of the Design Team and Construction Committee introduced themselves.
2. Review of the Open House of May:
 - a. M. Panza commented on the Open House and thought it was very successful. He liked that WTW was able to split their design team up and speak to different groups in different departments effectively. The students were able to give their direct input. Both teachers and students have similar concerns. The auditorium component was a common interest amongst both groups.
3. Project Status Update
 - a. D. Shuck discussed and distributed a preliminary project schedule. At the appropriate time, the Design Team would like to attend the regularly scheduled monthly meetings with the Construction Committee.
 - b. Anthony Lucarelli discussed the Visioning and Design Process, as well as the teams approach to Function, Quality and Cost. By October, the first pass of plans and concepts should be available to review.
 - c. The overall programming process was discussed amongst the committee members:
 - 1) T. Risley proposed that a community meeting should be held after the “first pass” to confirm alignment with the District’s guiding principles. In reference to the School District Master plan, the team is following through with the programming & design of the new high school.
 - 2) D. Pozycycki commented she wants to maintain community engagement with the new school’s design.
 - 3) K. Magill suggested the idea of creating a website to host design developments.
 - d. GeoTech Survey Update: GeoMechanics’ proposal should be received next week.
 - e. Environmental Assessment Update: WTW issued RFP’s to two companies.
 - f. Traffic Study Update: B. Kane will get out RFP to several firms
 - g. M. Panza suggested hosting a community meeting in September once community is back in “school mode”.
 - h. The Design Team and Construction Committee could share ideas with teachers and the community.
 - 1) The discussion could present the impact of the RT 51 improvements on the Traffic Study.

- i. A. Lucarelli discussed the outcomes of the previous two Vision Meetings via review of an Executive Summary Slide. . Common themes that have come from Faculty and Student groups include the following:
 - (a) A community landmark - a first impression (image) befitting the quality of the school and the community.
 - (b) Safe, efficient and organized management of vehicular circulation and parking - separation of auto / pedestrian traffic on site.
 - (c) Clear circulation and organization of school spaces – inviting, legible, easy to monitor and safe.
 - (d) Every teacher a classroom – a modern and flexible learning environment for all disciplines.
 - (e) Integration of robust technology supporting learning activities.
 - (f) Major improvements are required to measure up to the standards of sports and performing arts at WJHHS – pool.
 - (g) More and better space for student gathering / lounge / activities.
 - (h) Access to secure, outdoor space from the school for learning experiences, student gathering and dining.
 - j. K. Wilmes discussed high school design trends.
 - k. Several WJHCC members commented LEED certification requires additional documentation and professional fees, and they do not believe the ROI for pursuing certification is justified.
4. Review of Time Line to Hire the Architect:
 - a. M. Panza stated that West Jefferson Hills School District has hired the team of WTW Architects and Grimm + Parker Architects. WTW Architects is the Architect of Record.
 5. Work of Architect to Date:
 - a. M. Panza noted that WTW Architects attended the May Open House, Visionary Meetings with various departments of high school, and toured facilities at South Park, South Fayette, Baldwin, and Bethel Park School Districts.
 6. Architect Contract Finalized:
 - a. M. Panza noted that the contract is in the process of being finalized and should be back to WTW Architects by the end of June.
 7. Review of Meetings with the Teachers:
 - a. The Design Team of WTW and Grimm+Parker spoke and was followed by M. Panza. WTW noted that meeting minutes and handouts have been compiled and forwarded to Dr. Michael Panza and Mr. Ryan Snodgrass.
 - b. The Design Team will prepare a draft summary of spaces based on meetings held with faculty. The space summary will be reviewed with faculty department leaders later this summer to arrive at a total building area within the budget target. This discussion will include organization of instructional spaces/clusters as well as opportunities for shared spaces between departments.
 8. Upcoming Meetings:
 - a. Proposed: August 21, 2014 - 5:30pm - Thomas Jefferson High School – Jefferson Conference Room
 - b. Faculty Leadership Meeting - TBD
 9. Possible Visits:
 - a. WTW Architects noted that their design team would like to visit the Media Commons at Elizabeth Forward High School.
 10. Plans for the next 60 days:
 - a. Grimm + Parker noted that their team will work on the first pass of generating the Education Specifications.
 11. Plans for the next 24 Months:

- a. With the exception of a late summer meeting with Department Heads, the next scheduled meeting is August 21st at 5:30 PM, in the Jefferson Conference Room at Thomas Jefferson High School.

12. Other:

- a. M. Panza confirmed that all Project Correspondence should be sent directly to himself, R. Snodgrass, and P. Zeleznick.

Items of Discussion:

The following comments were presented to the Design Team by the WJHCC as important issues to consider when moving forward with the educational specifications and subsequent design effort. The discussion was based on the question, "What one thing would you like in your new school?"

Group 1 – Construction Committee:

1. Some segregation of certain facilities would allow the public to use the buildings.
2. The emphasis for the new high school should be on the academics.
 - a. If the students are happy and enjoy the new facility, they will want to come to school.
3. Open space/career center next to guidance office that has access to resources to help inform students about life after graduation to help give them a sense of direction for the next step in their lives.
 - a. Provide access to information to: Military, Trades, High Education, Work Force
4. The main entrance should be welcoming and easily defined as a point of entry.
 - a. Similar to the David L. Lawrence Convention Center vs. the Consul Energy Center
5. The Design Team should design a 50 year building.
6. Provide sufficient accessibility to the site and building, design to avoid creating a "bottle-neck" scenario.
 - a. Flow of in/out for everyone
7. T. Risley emphasized that the new facility should incorporate adaptive technology.
8. J. Hosmer emphasized a balance between sports, arts, and academics should be a goal.
9. The interior needs to be welcoming and should incorporate the feeling of open spaces.
 - a. P. Zeleznick emphasized the stair towers and interior spaces should be seen as both bright and airy.
 - b. If the students enjoy the space, attendance rates will reflect this.
10. D. Pozycki noted that everyone appears to have a clear understanding of what needs to happen.
11. Collaboration is not adequate among the culture of the current high school faculty.
12. The new facility should incorporate common prep areas specific for teachers.
13. The space should be easy navigable and provide the "WOW" factor.
 - a. Faculty and students want to be proud of their new space.
14. The building should be unified and evoke a sense of community.
15. The building should have adequate corridor widths to provide comfortable interior traffic flow.
16. All stake holders should be involved throughout the process.
 - a. The Design Team and WJHSD should continue to inform all borough councils on the progress of the project.
17. The Design Team should take advantage of the site for outdoor learning spaces.
 - a. These spaces can house athletics or student activities.
18. Relocation of the memorial is very important.
 - a. Consider what will happen with the new building.

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- b. Consider the history of the area.
 - c. Consider the addition of an archive room or "legacy commons."
 - d. Consider the School District's mission is to "educate children."
19. This high school project will bring together Jefferson Hills, West Elizabeth, and Pleasant Hills borough communities.
20. An understanding should be reached on what areas are for students and which areas are for the community.
- a. How will the community share the school?
 - b. Pool, fitness center and track should be open to the public.
21. Every effort should be made to limit Change Orders.
22. The committee would like to see impressive exteriors
- a. A. Lucarelli commented on the process of Arrival: See, Approach, Arrive, Park, Enter
23. Use the website as a social media tool to engage the greater community, as there are a significant amount of senior citizens in the area.
- a. Keep in mind many residents in West Elizabeth use the Post Office; this may be the optimal location for communicating progress updates.
24. Any new policies should be incorporated into the design, and the design should align with any new policies established during design.
- a. Example: the BYOD Policy that will be implemented for the 2014-15 school year.
25. A goal of the school is to be used by the community, but keep it segregated enough.
- a. Consider it is not the responsibility of the School District to produce a community center for the surrounding boroughs.
 - b. Student needs should come first.
 - c. The Design Team requested direction on specific community use of the building, such a list of community spaces and hours of use, as this will impact the programming and early design phases. The Construction Committee was encouraged to engage leadership from the three boroughs to determine the desire and the feasibility of shared community uses for the building.
26. Security is an important issue, but it should be handled subtly.
27. The new building should embody West Elizabeth, Jefferson Hills, and Pleasant Hills' culture and history.
28. Amenities that are not required should not be built.
29. WTW and G+P should set up a web page.
- a. Consider the website and possible use of "Survey Monkey" software.
 - b. WTW/G+P will develop a website format for review by WJHSD prior to going "live".
 - c. WJHSD will establish an email account for all comments, questions and suggestions from the community. R. Snodgrass will monitor the email account, which will have a link on the website.
30. The current football field will stay where it is.
31. Practice fields will be incorporated into the design for the new high school.

Action Items:

- 1. Design Team:
 - a. WJHSD: Arrange to visit/tour the Elizabeth Forward High School Media Center.
 - b. WTW: Establish FTP Site and communicate login information as required.

Program/Scope Adjustments:

- 1. None

Next Meeting:

1. Date: August 21, 2014, Time: 5:30 PM, Location: Thomas Jefferson High School – Jefferson Conference Room
2. Required/Specialized Attendance:
 - a. M. Panza
 - b. R. Snodgrass
 - c. TJHS Teacher Group Department Heads
 - d. Design Team: WTW & G+P
3. Proposed Major Agenda Items:
 - a. Updates and comments of work completed to date.

Upcoming Meetings:

1. Date: August 21, 2014
2. Time: 5:30 PM
3. Location: Thomas Jefferson High School – Jefferson Conference Room

Any authorized persons who take exception to any statement in this report shall notify the Preparer, in writing, within three (3) days from the date of receipt of this report, stating in detail the correction or omission. Otherwise this report shall be considered correct and final.

Prepared by:

WTW ARCHITECTS
Larry Payne, AIA, LEED AP BD+C
Principal/ Project Manager
June 27, 2014

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Attachments:

1. None

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