

West Jefferson Hills High School

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

MEETINGS

August 13, 2014
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Attending:

Dr. Michael Panza
Ryan Snodgrass
WJHSD Faculty
Keith Pancoast
Steve Parker
Laura Meador
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)
Grimm & Parker Architects (G+P)
Grimm & Parker Architects
Grimm & Parker Architects
WTW Architects (WTW)
WTW Architects

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Meeting Location: Thomas Jefferson High School – Administrative Offices Conference Room

Meeting Purpose: Program & Budget Updates

Program & Budget Discussion:

1. S. Parker reviewed how the Design Team arrived at the Cost/SF number.
2. M. Panza discussed how the original program was established
 - a. M. Panza noted this year's enrollment will be approximately 898, 2015 will be about 929, 2122 is estimated to be approximately 825.
 - 1) M. Panza noted designing for an enrollment between 1,000 – 1,100 should be sufficient.
3. Review of Program Options:
 - a. S. Parker reviewed each Program Option:
 - 1) District Program: scheme developed per original District Program
 - 2) Dream Program: scheme developed per previous Programming meetings.
 - 3) Right-Sized Dream: scheme based on incorporating G+P's experience into the program totals.
 - a) M. Panza suggested eliminating District Offices to apply more funds to student spaces.
 - b) M. Panza noted the budget should be reduced from \$67M down to approximately \$63M.
 - c) All attending reviewed the program document.
 - d) M. Panza noted some concern with classroom sizes at 850 SF versus 900 SF, but agreed to maintain.
 - e) K. Pancoast confirmed all furniture should be moveable.
 - 4) Partial Reduction: scheme was a reduction of the Right-Sized Dream program
 - a) M. Panza noted the program should maintain an eight lane pool.
 - b) M. Panza confirmed the Media Area should not be reduced.
 - c) M. Panza confirmed the pool component should not be reduced.
 - d) All attending agreed the Program should reflect one classroom per teacher.
 - e) A. Lucarelli discussed the concept of collaborative learning spaces.
 - f) M. Panza confirmed the Resource Rooms could be deleted.
 - g) M. Panza confirmed Alt. Ed. square footage (SF) is acceptable as shown
 - h) S. Parker confirmed the Astronomy Lab is not included in the scheme.
 - i) M. Panza questioned the size of the Greenhouse.
 - (1) M. Panza noted approximately 150 SF max. for the Ensemble Room was acceptable, all attending agreed to eliminate the room.
 - j) M. Panza confirmed the elimination of the Keyboard Lab.
 - k) M. Panza confirmed the elimination of the Instrument Repair Room.
 - l) M. Panza confirmed the elimination of the dedicated Toilet Rooms for the Music Department.
 - m) M. Panza confirmed the increase the Black Box Theater to 3,400 SF and maintains a Storage Room for risers and chairs.

- (1) S. Parker discussed the benefits of incorporating pull-out seating citing the ease of modifying the room multiple times over the course of the day.
- n) M. Panza recommended doubling the size of the Costume/Prep Storage
- o) S. Parker recommended programming in some Lobby space given the size of the requested space, approximately 1,000 SF.
- p) M. Panza requested the adjustment of the Foreign Language Classrooms count to five at 850 SF.
- q) M. Panza recommended reducing the Interior Design Lab to 1,000 SF.
- r) q) M. Panza recommended increasing the Construction Lab to 1,500 SF, and increases to the Storage Rooms to 400 SF.
- s) M. Panza confirmed the Gymnasium needs 1,400 seats; S. Parker discussed strategies for increasing seating without increasing SF.
- t) M. Panza noted four Locker Rooms would be sufficient.
- u) M. Panza noted the Athletic Director's Office should be enlarged to 250 SF.
- v) M. Panza confirmed the Wet Classroom can be deleted.
- w) M. Panza confirmed making the Media Room 3,200 SF, Office 200 SF and Media Production 500 SF.
- x) M. Panza confirmed making the Serving Area 2,500 SF.
- y) M. Panza confirmed the Project Budget is \$70-75M.
- 5) Meets Budget: scheme based on meeting the District's budget.
 - a) S. Parker noted specific Program reductions associated with this scheme.
- 6) S. Parker discussed a grossing factor of 1.4 (70%) being used for the building that is very aggressive and difficult to achieve
- 7) A. Lucarelli discussed the cost model of the program scope as a cost per square foot range low to high. In discussing the impact of program changes on budget, the low end of the cost per square foot range was used.
- 8) S. Parker explained that significant overages in programmed building area as related to the project budget are difficult to resolve without reducing areas significantly or increasing the budget.

High School Administration Meeting:

- 4. S. Parker discussed what the Design Team has been working on.
 - a. S. Parker discussed the concept of an "Open Lunch" planning scenario.
 - b. C. Sefcheck envisions:
 - 1) Smaller classrooms that are more student-centered.
 - 2) More creative spaces like STEAM Labs.
 - 3) Library with Sound & Production Rooms, not a traditional Library.
 - 4) Each wing has an academic identity.
 - 5) Incorporate the flipped-classroom concept.
 - 6) Consider the days of seats in rows are gone.
 - 7) Education is transitioning from STEM to STEAM to STREAM.
 - 8) Provide a design where learning can happen anywhere.
 - 9) School Admin. Offices should be centralized and minimized and provide more space for the students.
 - c. Faculty Dining:
 - 1) S. Parker discussed the concept of an "Open Lunch" with the Principals, which lets the dining space get smaller.
 - a) K. Hartbauer noted teachers eat in different locations, Faculty Dining should be near Cafeteria but somewhat private.
 - 2) All attending confirmed scheduling becomes much more simplified, but concerns with facilities management is a concern because trays get spread out throughout the school.
 - 3) The Cafeteria needs to be a homey and inviting space.
 - 4) Servery is currently adequately programmed.
 - 5) C. Sefcheck noted School/Work and Work/Study programs can be used to supplement additional staffing needs.

- 6) S. Parker noted the lunch period is slightly longer and gives students additional free time.
- 7) The Principals generally liked the Open Lunch concept.
- d. K. Hartbauer noted a need for a Command Center Room, M. Panza noted that function could happen anywhere.
- e. S. Parker and A. Lucarelli reviewed trends in student-centric school design.

Administrative Suite Program Meeting:

- a. S. Parker reviewed the concepts behind generating the five Program Options.
- b. S. Parker noted there was a need to confirm the spatial relationships between program spaces.
- c. C. Sefcheck envisions using the Raptor System within a secure Vestibule, get badge and Security and then proceed to Reception.
- d. K. Hartbauer noted Security and Attendance Offices are right next to each other...have Security Office next to Administrative Office.
- e. M. Panza noted there are no plans to provide a Security Booth at the entrance to the site.
- f. All attending agreed the Security Office could be reduced to 120 SF.
- g. M. Panza noted the existing Principal's Office is approximately 166 SF.
- h. All attending agreed the ISS/Academic Village can be reduced to 850 SF.
- i. P. Ware noted a sink/microwave is preferred in the Teacher Lounges.
 - 1) L. Payne noted up to 3 microwave ovens were provided in the Teacher Lounges the Design Team visited during the tours, teachers noted this was done to reduce wait times since their lunch periods were so compressed.
- j. P. Ware agreed that one additional Conference Room would be acceptable.
- k. R. Snodgrass noted a small vault is required in the Administrative Suite.

WJHSD Administration Meeting

1. M. Panza introduced all meeting attendees.
2. S. Parker reviewed the Programming Process and noted the goal is to create an inspiring student centric facility focusing on: Flexible Learning Spaces, Integrated Technology, Multi-Use Learning Commons, Connections to the Outdoors
3. S. Parker questioned what are the key components of the school for the future? Responses were:
 - a. Inclusive for all students, different ethnic and academic backgrounds, students should be excited to come to and feel safe.
 - b. M. Panza noted WJHSD gets about 1 child for every 3-4 house starts
 - c. Need to consider the way the school is organized, particularly for 9th grade students.
 - 1) S. Parker noted there is approximately a 50/50 split for schools offering 9th Grade Academies.
 - d. K. Pancoast noted Home Rooms should be clustered.
 - e. Introduce natural daylight and Common Spaces.
 - f. Teachers need to have access to training for how to teach
 - 1) C. Sefcheck noted the change starts with the Danielson Model.
 - 2) A. Lucarelli noted WJHSD has a chance to try new classroom designs now.
 - g. Consider how the Library is used and introduce natural light into the spaces.
 - h. Consider the inclusion of roof gardens.
 - i. Design encourages collaboration between teachers, should be cross disciplinary.
 - j. Display student's work in corridors and all public spaces.
 - k. Students should be able to engage with large scale projects and proto-typing.
 - l. Consider how the building is sited and the opportunities for a future campus-like feel.
 - m. M. Panza noted tennis courts and practice fields will be located on the site.
 - n. Consider opportunities for how libraries will be used in the future.
 - o. Encourage a strong student presence in management and operations of the Jag Den, students should run the whole store.
 - p. Use the site to its fullest potential.

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- q. Consider a future where STEM is everywhere.
 - r. The high school will be more like a Community Center.
 - s. S. Baloch noted the need for an adaptable environment that is flexible and modular.
 - 1) Consider that testing is going to mobile devices.
 - t. Consider providing a small CAD Suite or an Apple Lab (like at the Media Center)
 - u. Consider what the Library looks like? Get rid of the books, use a Media Commons concept.
4. S. Parker discussed how design can encourage inter-disciplinary collaboration.
 5. M. Panza posed the question: Should the building have a separate Computer Lab?
 - a. All attending generally agreed a general Computer Lab was not required.
 6. M. Panza confirmed the Auditorium needs at least 1,000 to 1,500 seats
 7. M. Panza confirmed the Gymnasium needs at least 1,400 seats.
 8. M. Panza asked the question: What will provide you with the #1 WOW Factor:
 - a. Include an Arboretum and display student's work
 - b. Pride in Students.
 - c. Open Concept Cafeteria.
 - d. Student Ownership of the Building.
 - e. Pride in School, trophies and student's work.
 - f. Focus on academics.
 - g. Aesthetics - an Impressive Building.
 - h. Display products students have made.
 - i. Ease of accessibility/wayfinding and being safe (graphics on floor).
 - j. Grand entrance, visually pleasing, use of all walls, formulas on walls, fish tank, athletic imagery.
 - k. Segmented for public/evening functions.
 - l. Living environment showcasing citizenship and involvement.
 - m. The community understands they are getting their money's worth.
 - n. Visitors need to realize this is Thomas Jefferson High School and reflect Jefferson's legacy.
 - o. Consider the potential to display student's work outside the building.
 9. S. Parker noted outstanding issues that will impact the design of the building include:
 - a. 9th Grade Academy
 - b. Open Lunch
 - c. Roaming Lockers
 10. WTW noted they will get the PlanCon A Submission started.

Department Leaders Meeting

1. S. Parker reviewed the Programming Process and noted the goal is to create an inspiring student centric facility focusing on: Flexible Learning Spaces, Integrated Technology, Multi-Use Learning Commons, Connections to the Outdoors
2. S. Parker reviewed the concepts behind generating the five Program Options.
3. S. Parker reviewed in depth the Program Components for Scheme 3 – Right Sized Program.
4. M. Panza reviewed projected enrollment numbers.
5. Department Heads had the following comments:
 - a. Alternative Education should be away from public spaces and could be smaller (reduce to 500 SF).
 - 1) M. Panza noted there may only be 10-15 students; at any one time are only 6-7 students.
 - b. M. Panza noted there would not be a common Computer Lab available for general use.

- c. Faculty agreed that mobile computer carts have not been successful, laptops not working, and carts are cumbersome, could not log in, and often not charged. A lot of time is spent fixing problems with non-functioning equipment.
 - d. Add one additional 1,200 SF Biology Lab.
 - e. Reduce Environmental Science Lab to 1,000 SF as long as is access to outdoor spaces and green house area.
 - f. Chemical storage should be located in one space for safety. All classrooms access into the Storage Room, need 4 Storage Rooms.
 - g. Science Rooms should be located on the Ground Floor and would prefer not to stack the Classrooms.
 - h. Fine Arts Classrooms should be located on the Ground Floor with access to outdoor spaces.
 - i. Moveable acoustic walls in the 3D Studio would be preferable.
 - j. S. Parker noted they will attempt to create a Gallery space as the design process progresses.
 - k. TV Studio, Graphics Lab, Technology and Art should be located together and should be located on the Ground Floor.
 - l. Foreign Language needs a Common Space, this can be one of the shared Common Spaces plus a small kitchenette
 - m. Business Department should be near the Jaguar Den and could be on different levels if needed.
 - n. For Child development, rest rooms need to be provided inside of the room. It would be preferred that a separate area with children's furniture be provided in addition to a standard class area to support gathering/teaching.
 - o. Tech needs space for 22 computer terminals.
 - p. CNC creates a lot of dust and should not be near the computers. G+P noted there may be some square footage meeting, approximately one classroom size space.
 - q. Bleachers are required for the Aux. Gym (for up to 200).
 - r. G+P noted Main Gym and Aux, Gym will divide the two spaces.
 - 1) The Main Gym will have a wood floor.
 - 2) The Auxiliary Gym will have a rubber floor.
 - s. Foyer is too confined and there is no place for visitors to sit or eat food.
 - t. Indoor and Outdoor Storage Rooms are adequate.
6. M. Panza noted the project should include 6 tennis courts; and competitive baseball and softball fields could be located.
- a. The fields would be finished with an artificial surface as an alternate
 - b. G+P noted there would also be two soccer fields used for PE.
7. S. Parker noted they would explore if the Gym and Pool could share a Concession Stand.
8. M. Panza challenged the Department Heads to come back with options to reduce the Program by 14,000 SF.

Auditorium Meeting

1. S. Parker reviewed the concepts behind generating the five Program Options.
2. M. Panza discussed enrollment trends.
3. Music Department attendees had the following comments:
 - a. Sinks should be provided in the Dressing Rooms, toilets can be moved out.
 - b. Design needs to provide opportunity to keep students from roaming.
 - c. J. Mirabella questioned how many performers will be able to fit on the performance area of the stage.
 - 1) M. Panza confirmed the current stage is 1,200 SF (performing area).
 - d. J. Lucci noted the Keyboard Room needs to be static in lieu of constantly breaking down and setting up.
 - e. J. Lucci noted Robe Storage could be eliminated and just stored in freestanding cabinets.
 - 1) M. Panza confirmed the current Choir Room is 1,440 SF, proposed Choir Room will be 1,500.
 - f. J. Mirabella noted the sound board should be in the Auditorium.
 - g. M. Panza noted the School Board prefers a sloped floor Auditorium versus steps within the space.

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- 1) S. Parker noted a sloped floor will result in sight line issues.
- h. All attending agreed a 1,000 seat Auditorium will be acceptable.
- i. All attending agreed a 3,400 SF Black Box Theater will be acceptable.
- j. All attending agreed to eliminate the Orchestra Pit.

Action Items:

1. WJHSD:
 - a. Complete Data Sheets and return to R. Snodgrass by 8/25/14.
 - b. R. Snodgrass will confirm the height of the existing loft space.
 - c. Clarify construction budget following discussions with Construction Committee and Board of Education
2. Design Team:
 - a. Continue to further refine Right-Sized Dream Program.

Program/Scope Adjustments:

1. Reference updated Program Document.

Next Meeting:

1. Date: August 19, 2014, Time: 8:00 AM, Location: Thomas Jefferson High School – Jefferson Conference Room
2. Required/Specialized Attendance:
 - a. M. Panza
 - b. J. Rambo
 - c. R. Snodgrass
 - d. Design Team: WTW & MKA
3. Proposed Major Agenda Items:
 - a. Food Service Programming Discussion

Upcoming Meeting(s):

1. WJHHS Construction Committee Meeting
 - a. Date: August 21, 2014
 - b. Time: 5:30 PM
 - c. 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
August 15, 2014

Attachment:

Updated TJ High School Spatial Comparison Matrix

Distribution:

Attending:

All Attending
Patty Zeleznick
Kieran Wilmes
Jim Kosinski
Mike Plummer
Tom Gorski
Ken Kistler
Stephanie Mayger
Ted Wallover
Susan Wallover
Lisa Whitmeyer
Betsey Kane
Richard DeYoung

Representing:

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Elwood S. Tower Corp. (ESTC)
Elwood S. Tower Corp.
Elwood S. Tower Corp.
McFarland Kistler & Associates (MKA)
Mayger Construction Services (MCS)
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