

<b>Attending:</b>	<b>Representing:</b>	<b>Email:</b>
Dr. Michael Panza	West Jefferson Hills School District (WJHSD)	<a href="mailto:mpanza@wjhsd.net">mpanza@wjhsd.net</a>
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Meeting Location: Thomas Jefferson High School – Administration Conference Room, 2:30 PM

Meeting Purpose: TJHS Department Head Update

**Agenda Items:**

1. M. Panza noted:
  - a. The Project will go through the PlanCon process.
    - 1) D. Pozycycki noted the distribution form PlanCon would be minimal.
  - b. The School Board will approve the Environmental Study.
  - c. The Traffic Study is underway.
  - d. The Geo-Technical Study will be conducted by GeoMechanics.
2. A. Lucarelli reviewed WSHSD’s Guiding Principles developed to date:
  - a. A source of community pride: creating an exciting new civic landmark as a destination which reflects the values of all West Jefferson Hills communities – honoring their legacy and acknowledging Thomas Jefferson as an inspiration.
  - b. An inspiring place of exceptional achievement: fostering outstanding performance in academics, the arts and athletics.
  - c. A variety of powerful learning environments: creating diverse, flexible, technology-rich learning spaces that foster collaboration, accommodate a variety of teaching methods and will serve learners for generations to come.
  - d. A variety of spaces students will call their own: offering light, bright and cheerful student-centric places for gathering and activities which support learning through social interaction, engagement and leadership.
  - e. A learning landscape: A site which offers an inviting, safe and memorable experience by vehicle and for pedestrians – with engaging outdoor spaces for athletics, student activities, and environmental learning.
3. K. Wilmes reviewed the overall schedule, planning concepts and options to how the Classroom Blocks could be arranged.
4. K. Wilmes noted the Educational Specifications are being compiled and requested Department Heads review with their specific departments and follow with comments.
  - a. K. Pancoast noted the Education Specifications should be broken down by department to facilitate distribution and review.
5. K. Wilmes reviewed the Program Space Summary:

- a. G+P confirmed the Tech Lab is next to the Auditorium to support prop construction.
  - 1) WJHSD DH noted concern over students using powered equipment that otherwise requires training prior to use.
  - 2) WJHSD DH noted concern over sharing equipment with a prop construction crew.
    - a) WJHSD DH noted sets are currently constructed off site by a third party.
  - 3) D. Pozycycki noted the space need adequate separation for sound transmission.
    - a) G+P noted the Tech Lab could be separated by a corridor.
    - b)
6. Program Adjacencies Exercise:
  - a. G+P lead a discussion pertaining to the adjacencies of various program components per the summary below:
    - 1) Art should be close to the Tech Labs.
      - a) Art may be near Tech Ed and both prefer to be near the TV Studio (studio will move from Media Center precinct to Arts precinct).
    - 2) The Media Center should be close to the Instruction Areas (English & Social Studies).
    - 3) The Business Department should be near the Jag Den.
    - 4) Aquatics and Physical Education should be close to each other.
    - 5) M. Panza noted the Program should be around 250,000 to 252,000 SF.
    - 6) Additional adjacencies are noted below in the diagram completed as part of the exercise.
    - 7) K. Wilmes questioned if some of the English classrooms should be outfitted with mirrors so they can be used by the Drama Department.
      - a) WJHSD DH noted there should be a drama classroom in close proximity to the Auditorium/Drama Department.
      - b) WJHSD DH confirmed five teachers can teach drama, but only four classrooms are currently used.
      - c) Thus, 1 English Room moves closer to Auditorium/Performing Arts for Drama. Resulting in 9 English rooms in the academic wing and adding 1 Drama Classroom to the Arts precinct.
      - d) A. Lucarelli noted trends in Project Based Education supports the concept of having at least one classroom in close proximity to the Auditorium.
    - 8) WJHSD DH noted a greenhouse on the roof would be acceptable and could be used for the Astronomy class as well.
    - 9) M. Panza and C. Sefcheck confirmed the Special Ed Rooms need interspersed among the other Department Areas.
      - a) G+P confirmed that Special Ed Rooms would be distributed 1/floor with one floor having two Special Ed Rooms.
      - b) C. Sefcheck noted there are specific requirements for Special Education Rooms.
    - 10) D. Pozycycki noted Teacher Planning Rooms should be the size of a classroom so they can easily be converted as needed.
      - a) S. Parker noted G+P has worked with Districts that have specifically requested they not make Teacher Planning Rooms larger than what they already are.
    - 11) K. Wilmes reviewed a Classroom Block Plan that incorporated an Interdisciplinary Model approach.
    - 12) WJHSD DH noted Art and that the 3D Room will need access to the kiln and the jewelry classroom will have special ventilation requirements.
      - a) All attending agreed the Design Team needs to be creative as to how a space for prop construction can be created that is adjacent to construction and painting.
    - 13) WSHSD DH confirmed the TV Studio will be used 8 periods per day and should be close to tech Ed and Art.
    - 14) S. Parker asked if the schools district is planning for a 9<sup>th</sup> Grade Academy.
      - a) M. Panza and C. Sefcheck both confirmed the Design Team should not plan for a 9<sup>th</sup> Grade Academy.



7. K. Wilmes reviewed the site constraints and discussed the "model-play" exercise the Construction Committee would participate in that evening.
  - a. K. Wilmes noted the access drive to the elementary school would be reconfigured.
    - 1) K. Pancoast noted a gas well may limit the extent of reconfiguration.
8. K. Wilmes review three initial Design Schemes.
9. S. Parker discussed the "Open Lunch" concept.
  - a. D. Pozycki requested G+P to send a list of schools that have incorporated an Open Lunch concept into their curriculum.
  - b. C. Sefcheck noted many students feel like "prisoners" or "cattle" because they have to stay in the cafeteria during lunch.
  - c. K. Pancoast questioned it territories would develop throughout the school during the Open Lunch period. S. Parker confirmed that has not been the case to date.
  - d. D. Pozycki noted today's students are much more environmentally friendly.
  - e. M. Panza note approximately 55% of students eats lunch in the school.
  - f. C. Sefcheck noted Periods 1 & 3 is typically at 90% capacity while Period 2 runs at approximately 60% capacity.
  - g. M. Panza requested faculty review the issues associated with the Open Lunch concept and direct comments back to R. Snodgrass and himself.

**Action Items:**

1. West Jefferson Hills School District:
  - a. Once submitted, review and comment on Educational Specifications document.
  - b. Confirm Open Lunch Concept; if yes, some SF currently assigned to the Dining Room may be reallocated to student areas.
  - c. Confirm if the District Offices should be included in the HS design. The Design Team heard during charrette that if in HS program, the District Office does not want direct connections to the school. It sounds like separation from the HS building is a favorable concept. South Fayette appears to have their District Offices located in their stadium field house; could the WJH District Offices be added in a later phase?
  - d. Confirm discrepancy with Tech Ed Lab sharing set build function. If shared use/proximity to stage is acceptable or if separate (800 SF) Set Construction space should be added to program. If added, does bottom line NSF increase, or should other areas be cut to maintain current total NSF?
2. Design Team:
  - a. WTW/G+P:
    - 1) Incorporate information gathered during meetings with Department Heads, Construction Committee and the public.
    - 2) G+P to forward Open Lunch contact information to WSHSD.

**Program/Scope Adjustments:**

1. Reference TCCo's Project Budget Worksheet for items listed under the CM RFP and Architectural Services RFP.

**Next Meeting:**

1. Date: December 9, 2014, Time: 4:30 PM, Location: Thomas Jefferson High School – Jefferson Conference Room
2. Required/Specialized Attendance:
  - a. WJHSD
  - b. WJHCC
  - c. Design Team: WTW & Design Team (as required)
3. Proposed Major Agenda Items:
  - a. Review of updated Schematic Design Option(s).

**Upcoming Meetings:**

1. December 3<sup>rd</sup>, Time: Noon, Location: WTW's Office, Attendees: M. Panza & R. Snodgrass.
2. 2014 Construction Committee Meeting Dates: December 18<sup>th</sup>, Time: 5:30 PM, Location: Thomas Jefferson High School – Jefferson Conference Room
3. 2015 Construction Committee Meeting Dates: January 15<sup>th</sup>, February 19<sup>th</sup>, March 19<sup>th</sup>, April 16<sup>th</sup>, May 21<sup>st</sup>, Time: 5:30 PM, Location: Thomas Jefferson High School – Jefferson Conference Room
- 4.

**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.**

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

**SCHEMATIC DESIGN MEETING 01**  
November 13, 2014  
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Prepared by:

WTW ARCHITECTS  
Larry Payne, AIA, LEED AP BD+C  
Principal/ Project Manager  
November 19, 2014

Distribution:

**Attending:**

Attendees

Alan Caponi  
Gregory, O'Hare  
Ira Weiss  
Betsy Kane  
Kristine Retetagos  
Mike Miller  
Jim Kosinski  
Mike Plummer  
Tom Gorski  
Boyd Ernzer  
Ken Kistler  
Ted Wallover  
Susan Wallover  
David Nash  
Richard DeYoung  
Jeff Krill

**Representing:**

West Jefferson Hills Construction Committee (WJHCC)  
West Jefferson Hills Construction Committee  
West Jefferson Hills Construction Committee  
Turner Construction Company (TCCo)  
Turner Construction Company  
Barber & Hoffman, Inc. (B&H)  
Elwood S. Tower Corp. (ESTC)  
Elwood S. Tower Corp.  
Elwood S. Tower Corp.  
Fahringer, McCarty, Grey, Inc. (FMG)  
McFarland Kistler & Associates (MKA)  
Wallover Architects, Inc. (WAI)  
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**Attachments:**

1. None