



MEETING MINUTES

Review Meeting No. 3

15 April 2010 – 7:00 PM

Highland View Elementary All-Purpose Room

Project Name: Highland View Elementary Feasibility Study
Montgomery County Public Schools

Proj No: 09-22

Attendees:

Anne Dardarian	Principal, Highland View Elementary
Sarah Morgan	HVES / PTA Member & Parent
Rakesh Bagai	MCPS Division of Construction
Saeyin Oh	MCPS Division of Construction
Michael Shpur	MCPS Division of Construction
Kori Purdum	Proffitt and Associates Architects
John Matheis	Proffitt and Associates Architects

New Business

1. Kori Purdum presented three updated sketch site plan and floor plan options, modified since the last meeting to include an additional six classrooms master planned for each option. Each option has been updated to address concerns from the previous review meetings and to further develop the proposed parking expansion opportunities. A sheet showing site sections was also reviewed. Copies of the option sketches have been attached to these minutes for record.

Option A

Overview: Option A consists of a single story kindergarten addition to the south of the existing kindergarten wing. The kindergarten addition closely follows the property lines and continues north to the existing gymnasium, creating a new enclosed courtyard behind the existing kindergarten classrooms. A three story general classroom addition is located to the east of the existing office, art, and music areas. A new elevator in the addition that will extend travel to the third floor provides an accessible route to the hilltop playgrounds. The all-purpose room has been expanded out to the wall of the existing gymnasium to allow for additional capacity and a new shared entry lobby will provide after-hours access to both the gym and all purpose room without the need to access other portions of the facility. This option includes a parking lot expansion to the east of the existing front parking area with an expanded student drop off loop and a small parking lot expansion to the north and west of the gymnasium. There are approximately 41 spaces in the current site. This new parking layout will provide 79 spaces (38 additional spaces). The existing kindergarten play areas will need to be relocated and new play areas are shown along side the south-east end of the building.

As the capacity of the school grows, this option will allow for four relocatables to be added on the small parking lot expansion to the north and west of the gymnasium. This option has been master planned to show 6 future classrooms (two on each floor) to the south of the three story addition.

Advantages:

- The kindergarten rooms are all clustered together.
- The kindergarten addition is close to the multi-purpose room and gymnasium.
- The third story in the classroom wing provides best accessible connection to the playground.
- The ball fields will be ADA accessible.
- The building footprint is compact.
- The enclosed courtyard is nice for security, daylight, and outdoor education space.
- The large expansion of the all-purpose room will allow for additional capacity.
- The 4 classroom cluster on the third floor is good for team arrangement.
- Placement of the art room at the corner of the addition will allow windows on two walls for more natural daylight.
- Allows the existing portables to remain in place until the additions are complete.
- Allows for additional parking and creates a better student drop off.
- The proposed new kindergarten play area is close to the rest of the playground, making it easier for one person to supervise all play areas.

Disadvantages:

- May have higher cost due to need for an additional elevator and two stairs.
- The all purpose expansion blocks the aesthetically pleasing appearance of the current large entrance to the gymnasium.
- The larger all purpose expansion leaves less open space in front of the building for additional parking.
- A new chairlift will be required for accessible routing from the new entry lobby down to the gymnasium.
- The existing trash compactor room will need to be relocated due to the large all purpose expansion and new shared entry lobby.
- Disturbs the existing kindergarten play areas.
- The kindergarten addition will be more remote from the main office.
- The proposed kindergarten play area is remote from the all purpose room.
- The kindergarten wing extends very close to the southern and western property lines and will require a retaining wall with fill due to the drop in grade along that side of the property.

Option B

Overview: Option B consists of a single story kindergarten addition to the south of the existing kindergarten wing. A screen wall has been placed from the kindergarten addition to the existing gymnasium, creating a new enclosed courtyard. A two story general classroom addition is located to the east of the existing office, art, and music areas. It houses specials classrooms on the lower level and six typical classrooms on the upper level. A small all-purpose room addition has been included to allow for additional capacity. This option includes a parking lot expansion to the east of the existing front parking area with an expanded student drop off loop and a small parking lot expansion to the north and west of the gymnasium. There are approximately 41 spaces in the current site. This new parking layout will provide 79 spaces (38 additional spaces). The existing kindergarten play areas will need to be relocated and new play areas are shown along side the south-east end of the building.

As the capacity of the school grows, this option will allow for four relocatables to be added on the small parking lot expansion to the north and west of the gymnasium. This option has been master planned to show 6 future classrooms (three on each floor) to the south of the new addition.

Advantages:

- The kindergarten rooms are all clustered together.
- The kindergarten addition will be close to the multi-purpose room and gymnasium.
- The building footprint is compact.
- The small expansion of the all-purpose room will allow for additional capacity.
- Retains the current gymnasium entrance location.
- The existing trash compactor room will not need to be relocated.
- Allows the existing portables to remain in place until the additions are complete.
- Allows for additional parking and creates a better student drop off.
- The smaller all-purpose room expansion preserves more area to the north of the gymnasium to be converted to additional parking.
- Will save the cost of not putting in an extra stair and elevator (as required in Option A)
- The proposed new kindergarten play area is close to the rest of the playground, making it easier for one person to supervise all play areas.

Disadvantages:

- The east addition floor elevations will not allow walk-out to the existing hilltop play area – a separate outdoor accessible route will need to be provided using a chairlift or ramp.
- The kindergarten addition will be more remote from the main office.
- Disturbs the existing kindergarten play areas.
- The proposed kindergarten play area is remote from the all purpose room.
- The smaller all purpose room expansion does not provide as much capacity as the larger option.
- The kindergarten wing extends very close to the southern and western property lines and will require a retaining wall with fill due to the drop in grade along that side of the property.

Option D

Overview: Option D consists of a large two story addition to the east of the existing office, art, and music areas, as well as a small all-purpose room addition. Seven new kindergarten rooms and special education rooms will be located on the first floor of the addition. The existing kindergarten rooms will be converted into music, art, and dual purpose rooms. The new second floor will hold eight general classrooms and instructional support rooms. This addition will create a large enclosed courtyard and looped internal circulation. This option includes a parking lot expansion to the east of the existing front parking area with an expanded student drop off loop and a small parking lot expansion to the north and west of the gymnasium. There are approximately 41 spaces in the current site. This new parking layout will provide 79 spaces (38 additional spaces). The existing kindergarten play area will remain as is.

As the capacity of the school grows, this option will allow for four relocatables to be added on the small parking lot expansion to the north and west of the gymnasium. This option has been master planned to show 6 future classrooms (three on each floor) along the south side of the new addition.

Advantages:

- The kindergarten rooms are all clustered together.
- The additional space in the all-purpose room will allow for more capacity.
- Keeps the existing usable flat area and kindergarten play in the south west corner of the site.
- Allows for additional parking and creates a better student drop off.
- The smaller all-purpose room expansion preserves more area to the north of the gymnasium to be converted to additional parking.
- Clean addition with clear circulation path.
- Supervision of kindergarteners is made more efficient by providing single linear corridor.
- Kindergarteners are closer to the administrative areas.

Disadvantages:

- The east addition floor elevations will not allow walk-out to the existing hilltop play area – a separate outdoor accessible route will need to be provided using a chairlift or ramp.
- Two existing portables will need to be relocated while constructing the addition.
- The kindergarten classrooms are farther from the multi-purpose room and gymnasium.
- There is longer circulation around the loop.
- Single loaded corridor on two stories is not as efficient use of space.
- Kindergarteners will have a further walk to the gymnasium where they line up for the buses.
- Takes up more site area because the larger courtyard pushes the addition away from the existing building.

General Comments:

- The additional parking provided on the site is favored.
- The flow of the kindergarten area in option A along with the classroom addition of option B might prove to be a strong combination. Thought should be given to flipping the general classroom additions in Option A and B (making Option A the two-story and Option B the three-story).
- The site sections showing grading around the building should be further studied in order to determine the most effective finished floor elevations for the additions.

The next meeting will be held on April 27, 2010 at 3:45 PM in the Media Center.

The above constitutes the interpretation of the writer. If there are any corrections or clarifications that need to be made, please submit them in writing within five business days of receipt.

Sincerely,
Kori Purdum
Kori Purdum, RA, LEED AP

Distribution:	All Present	
	Adrienne Karamihas	MCPS Department of Facilities Management
	Jillian Storms	MSDE School Facilities Branch
	Michael Proffitt	Proffitt and Associates Architects
	Jorge Ribas	Mendoza, Ribas, Farinas & Associates
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