



MEMORANDUM

TO: Superintendent Greg Baker

FROM: Ron Cowan, Assistant Superintendent of Finance and Facilities, and Mylo Allen, principal of Parkview Elementary School on behalf of Parkview Design Advisory Group

RE: Parkview Design Advisory Group Recommendations

DATE: February 19, 2015

We are pleased to present the following document that provides information about the Parkview Design Advisory Group committee process and outlines a set of recommendations related to upcoming additions/renovations to Parkview Elementary School.

The document is organized in five sections:

- I. Introduction and context
- II. Scope and schedule
- III. Summary of advisory group work and input from shareholders, neighbors, families and staff
- IV. Recommended design concept
- V. Next steps

I. Introduction and context

Bellingham Public School's Facility Planning Task Force completed a district-wide facility assessment in 2012-13 to make recommendations on priority facilities projects to be included in a bond.

The task force found that Parkview Elementary School was the only school in our district with a single room that served as both a cafeteria and gym. It recommended the superintendent include in the bond proposal a gym or cafeteria addition for Parkview, as well as renovations to the existing space, which he did. The facilities bond passed in November 2013.

II. Scope of advisory group's work and schedule

The Parkview Design Advisory Group consisted of the following members:

- Co-Chair Mylo Allen, Parkview Elementary School Principal
- Co-Chair Ron Cowan, Assistant Superintendent for Finance and Operations
- Nic Castona, Parkview physical education teacher
- Kerrie Zerba, Parkview special education teacher
- Jenny Herndon-Schepper, Parkview general education teacher
- Cathie Patrick, food services staff member
- Michelle Strobel, Parkview parent
- Greg Seeligson, Parkview parent
- John McGarrity, community member
- Mike Anderson, Buildings and Grounds Director
- Mark Dalton, Food Services Director
- Jackie Brawley, Communications and Community Relations Manager
- Curtis Lawyer, Capital Projects Manager

The group was tasked with providing input and recommendations for the design of Parkview's new gym or cafeteria and other renovations or improvements to the remaining space. They were also asked to identify other possible building and/or site improvements to be completed if funds allow.

As part of the process, the group was also asked to take into consideration that a future bond may provide funds for the complete renovation or rebuilding of Parkview Elementary. This may impact which type of space to construct and the location of the new space.

The Parkview Design Advisory Group was formed in late 2014 and began meeting in December 2014. The group aims to conclude its work in March 2015 to have construction begin in June 2015 (after school gets out). The project is to be completed by the opening of school in August 2016.

III. Summary of advisory group work and input from stakeholders, families, staff and neighbors

The advisory group and architects from Zervas Group have met six times thus far (two more meetings are planned in Feb. and Mar.) to learn, brainstorm, listen, discuss and plan ideas about improving Parkview Elementary School.

The committee began its process by identifying needs, facts and goals related to Parkview's facility to determine the group's collective ideas. The group toured the school and great attention was given to the school's gymnasium/cafeteria, kitchen, stage, adjacent storage areas and bathrooms. The group participated in an exercise where they looked at the site plan superimposed with the current floor plan and used cutouts of relevant areas (gymnasium, cafeteria, kitchen, stage/music space, covered play, chair/table storage, food storage, physical education equipment storage, mechanical attic, custodial closet and two restrooms) to begin to look at possible design scenarios.

Example of exercise



Nine scenarios resulted from the exercise, which the architects then condensed into concepts A, B and C. *Concept A* includes a new cafeteria and music room with renovations to the current gymnasium. Note: the large blank, white rectangles represent a rough outline of where a new school could be built in the future.



Concept B includes a new gymnasium with renovations to the kitchen and cafeteria



Concept C includes building a new gymnasium and reconfiguring/renovating the cafeteria, music room and covered play area.



The design advisory group then met with Parkview staff to engage in a discussion about their views on whether the school should build a new gym or cafeteria and why. Staff was asked what other improvements to the building or site should be considered, if funds allow.

On Jan. 7, the advisory group held a community meeting and invited neighbors, families, staff and other interested parties to get feedback on the group's preferred design concept, explain the scope and background of the project and offer details on why and where the additions/renovations would be going. Many questions were asked and answered, and a healthy discussion occurred.

Topics of interest that emerged from both meetings (with staff and the community at-large):

- Relocation of the school garden (due to construction of the new cafeteria)
- The need for a student hand washing station before/after lunch
- The need for improved flow of students from one room/activity to another (example, from class to lunch or from gym to class).
- Concern about the new addition fitting the aesthetics of the neighborhood
- Request for small group instruction space
- Request to look at best practices for creating healthy eating environments (and other questions related to space for food preparation with new kitchen)
- Request for windows or skylights in the gym
- Questions related to more/improved storage within the school
- Request for student art or mural to be a part of the new addition/construction
- Request for improved bathrooms
- Questions on whether a new Parkview facility will be written into a future bond

The advisory group, architects and school district staff are addressing these issues and requests. Some of these requests/concerns are budget-related, and others are not.



V. Next steps

The Parkview Design Advisory Group is planning to invite its neighbors, staff, families and other interested parties to an informational community update meeting on March 4, 2015.

Following your approval, we plan to apply for permits in April, and bid the project in May 2015.

Please let us know if you have any questions or need additional information about our recommendation or process.