



MEMORANDUM

TO: Superintendent Greg Baker

FROM: Micah Smith, Alderwood Elementary School Principal, Co-Chair; Ron Cowan, Executive Director, Capital Projects and School Facilities, Co-Chair

ON BEHALF OF: Alderwood Educational Specifications/Design Advisory Committee

RE: Recommended Schematic Design and Site Plan

DATE: June 13, 2019

We are pleased to present the following document that provides information about the Alderwood Educational Specifications/Design Advisory Committee process and outlines a set of recommendations related to the new facility.

The document is organized in five sections:

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

I. Introduction and context

The Facilities Planning Task Force convened in spring 2017 to make recommendations on priority facilities projects for a bond. The task force was comprised of staff, families, students and community members. The task force recommended a rebuild of Alderwood Elementary School be included in the bond proposal. The bond was approved by voters in February 2018.

II. Scope of advisory group's work and schedule

A call for applications to serve on the Alderwood Educational Specifications/Design Advisory Committee was shared with staff, families and the community on May 4, 2018. The following members were selected:

- Timothy Black, Music Specialist
- Samuel Carlton, Kindergarten Teacher
- Jennifer Wilkinson, Second Grade Teacher
- Sarah DeWitt, Title I Teacher

- Doug Vit, Alderwood Custodian
- Eli Bankston, District Journeyman Carpenter
- Ricardo Sanchez, Parent
- Justus Peterson, Parent
- Leah Cuneo, Parent
- Sue Webber, Community Member
- Luis Camacho, Community Member
- Janice Biletnikoff, Park Planning and Development Coordinator for Bellingham Parks and Recreation
- Nicole Oliver, Parks Development Manager for Bellingham Parks and Recreation
- Moshe' Quinn, Planner II for City of Bellingham
- Lynn Heimsoth, Sunnyland Principal
- Trina Hall, Director of Teaching and Learning
- Jay Jordan, Executive Director of Teaching and Learning
- Jacqueline Brawley, Executive Director of Communications and Community Relations
- Patrick Durgan, Executive Chef and Director of Food Services
- Bill Palmer, Director of Teaching and Learning – Technology Integration
- Kurt Gazow, Executive Director of Technology
- Jonah Stinson, Director of School Safety and Emergency Management
- Mike Anderson, Director of Buildings and Grounds
- Curtis Lawyer, Capital Projects Manager
- Julie Denton, Executive Secretary School Facilities and Capital Projects
- Micah Smith, Alderwood Principal, Co-Chair
- Ron Cowan, Executive Director of Capital Projects and School Facilities, Co-Chair
- Zach Ham, Dykeman Architects
- Kelli Smith, Dykeman Architects

The committee was given the following tasks as part of its scope of work:

- Review the elementary level educational specifications for the Bellingham Public Schools. These specifications are used to describe the district's elementary school program; and
- Following the completion of the elementary educational specifications, review and provide feedback on schematic and design development drawings for the Alderwood Elementary rebuild project.

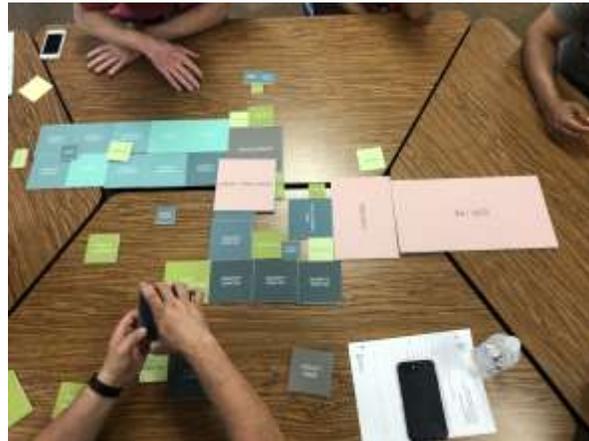
The group began their work in spring 2018. The first three meetings were joint meetings with the Parkview Educational Specifications/Design Advisory Committee to review our elementary school model and standards. This allowed both groups to become familiar with the district elementary school model and standards. During the initial meetings project parameters were shared including the building sites, size, capacity, schedule and budget for each project. It was shared with the committee that the goal was to build the new Alderwood adjacent to the current building. Students would remain onsite. This has proven to offer educational opportunities for students with the building contractors and means relocating staff and students during construction is not required.

III. Summary of advisory group work, site plan and input from shareholders, neighbors, families and staff

In addition to the three joint meetings the committee held eight additional meetings, including a neighborhood meeting near the beginning of their work on June 7, 2018 and another near the conclusion of their work on May 29, 2019. These neighborhood meetings were very important and helpful in terms of learning what our neighbors' aspirations were for the new school as well as to hear their feedback on the committee's work and draft recommended site and floor plans.

During the nearly year-long process committee members developed and refined various documents related to the new school including the narrative program, detailed space requirements, important characteristics and attributes, safety and security features, etc.

The committee also participated in an exercise called a design charrette. Using a large site map and puzzle pieces that represented each space in the new school, the group laid out where certain spaces might be placed on the site and how they would relate to one another.



In April 2019, based on the committee's work, Zach Ham from Dykeman Architects presented their initial recommended site plan and floor plan. Following discussion, these plans were approved by the committee as their draft recommendation to be shared with the community.

On May 29, 2019, the committee hosted a neighborhood/community meeting and shared the process and proposed designs. About 20 people were in attendance including committee members, Alderwood neighbors and staff. The community shared positive feedback about the design of the school. There were no concerns expressed and questions were related to street improvements on Redwood and Hollywood Avenues, site and building lighting, parking and the wetland area.

After the project meeting, the committee met and unanimously agreed to move forward with the proposed floor and site plans in a recommendation to you.

IV. Recommendations

The recommended site plan below allows for the current Alderwood Elementary School to remain open while the new Alderwood is being built on the same campus. This prevents the need to relocate students and staff during construction.

The plan takes into consideration traffic and keeps bus traffic and parent pick-up/drop-off separate. The parent pick-up/drop-off will be Hollywood Avenue while the bus drop-off/pick-up will be located on Redwood Avenue. The new fire lane will provide a 'shortcut' access for pedestrians traveling from Hollywood Avenue to Redwood Avenue and vice versa. New playfields will be located at the northwest corner of the site. Hard and soft surface play areas with new play equipment will be located in close proximity to the new school and available for community use during non-school hours. The school garden is planned for near the west end of the school.



The proposed floor plan below represents a two-story building, with classrooms in clusters with extended learning spaces. Younger students (PK-1) will be on the lower floor and the older students (2-5) will be on the second floor. The plan includes two Pre-K classrooms, three classrooms per grade level with adjacent extended learning spaces, ancillary spaces for support staff and a full-size gymnasium.



It is the goal of the committee to open the new Alderwood Elementary School by fall 2021.

V. Next Steps

Following your approval, we will direct the team at Dykeman Architects to proceed with designing the recommended site and floor plans above as well as preparing a related cost estimate that could result in necessary modifications.

Please let us know if you have any question or need additional information.