



## MEETING REPORT

**PROJECT:** Bear Creek Elementary  
**PROJECT NO:** 09038.00  
**DATE:** September 14, 2009  
**ATTENDANCE:** see attached  
**SUBJECT: Design Advisory Team Meeting #1**

The purpose of this meeting was to introduce RTA to the DAT group and discuss the bond scope of work and budget for Bear Creek Elementary

### Distributed items

Agenda, DAT binder (including meeting 1 power point)

### Introduction

1. Doug (RTA) introduced RTA to the DAT group including past experience with BVSD and other School Districts
2. An overview of Meeting Norms and the DAT/design process was illustrated and discussed

### DAT Goals and Visions

1. RTA provided a start to the Goals and Visions by illustrating typical DAT goals from previous DAT groups and RTA's goals for the project.
  - a. Fulfill the obligations of the bond scope
  - b. Minimize the disruptions to the students, teachers, staff, and parents
  - c. Create a safe, secure, and healthy environment
  - d. Improve the learning environment at Bear Creek Elementary
  - e. Complete the project on time and within budget
2. The DAT group suggested further Goals and Values
  - a. Create adaptable learning environments for the future
  - b. Utilize design to exemplify the Math, Science and Music focus of the School
  - c. Distinguish Bear Creek as an integral element in the Community
  - d. Take advantage of the site, its views, and natural surroundings
  - e. Integrate best practices in Sustainable Design in the design and building process
    - i. Construction waste management
    - ii. Enhanced shading
    - iii. Water resource management
    - iv. Energy reduction via daylight sensors and dimming lights
  - f. Provide Daylight in the classrooms to improve the learning environment
  - g. Design to accomplish construction without the need for temporary modular classrooms
3. Additional comments were made in clarifying the goals and values statements
  - a. Sustainability
    - i. It is RTA's goal to provide the most sustainable solution or product when a comparable solutions do not impact cost
    - ii. If a more sustainable solution is available but has added expense or design implication the solution will be presented to the DAT and BVSD with both positive and negative impacts

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- iii. The DAT will provide priorities and recommendations as to the extent of sustainable products and features
  - iv. Steve Schumacher (BVSD) noted that some sustainable items cost additional money and depending on the extent and cost they could impact the amount of scope the project could accomplish within the budget. The DAT will need to weigh the benefits of certain elements with the cost and scope implications.
  - v. Through the design process RTA will provide the DAT with a breakdown of the sustainable features which are/will be integrated into the design.
- b. Community
    - i. The DAT would like Bear Creek to integrate into the community
    - ii. Provide opportunities for after school activities
    - iii. Allow the school to be a community resource
  - c. Temporary modular classrooms
    - i. Steve Schumacher noted that on previous projects large amounts of the budget were spent on temporary modular classrooms. The money spent was not realized in the final building project. If temporary modular classrooms are not needed then the construction budget can be realized in the final building.
    - ii. The design may need to be strategically executed to plan around existing building elements.
    - iii. Phasing may be necessary to accomplish this goal.
    - iv. Teachers, students, and parents may be impacted by construction phasing. This should be weighed by the DAT during the planning process and also communicated to the community and staff.

## Review of the Existing Site and Improvements

1. The exterior lighting negatively impacts the surrounding houses
  - a. Full cutoff light fixtures are a possible solution
2. Parking – too much or too little
  - a. A comment was made that any money allocated for parking improvements should be reallocated for school improvements
  - b. The DAT was split as to whether the amount of parking was adequate or excessive
    - i. Staff and community members are encouraged to walk or bike rather than drive to school
    - ii. When student teachers are present or other events the staff parking lot is often full
3. Student Drop off and Circulation
  - a. Student drop off/pick-up should be safer and more efficient
  - b. Additional crosswalks are needed to cross Table Mesa
    - i. A mid-block crossing is needed at the drop off loop entrance, most parents and children cross at this un-signed location
  - c. East bound traffic often does not see other cars parked or turning into the drop off loop due to sun glare in the morning.
  - d. The location of the front entrance and the drop off loop do not encourage driver to utilize the entire drop off loop. Cars often back up into the street and park along the sides of the roadway.
  - e. Additional lighting along pedestrian areas is needed
  - f. The crosswalk at Ithaca drive on the west side was recently resurfaced and is not currently stripped.
  - g. Drop off and pick up near the kindergarten area needs to be improved
    - i. Some parents drop off and pick up at the northwest corner for after school programs
    - ii. The gate at this entrance is in poor condition and needs to be improved
    - iii. Prior the meeting it was observed that a stick was in place of a padlock on the gate to hold the gate closed.
    - iv. The access on this building is unsafe due to lack of crosswalks and inadequate space due to the staff parking lot driveway

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- v. This access is still needed for afterschool activities but should not be used during the normal school hours.
  - h. Landon at BVSD should be contacted to review crosswalk and site safety.
4. Site, Landscape, and Playgrounds
- a. More shade is needed, i.e. trees and landscaping
  - b. Kindergarten and first grade do not have access to grass play areas.
    - i. The grass area is outside the fence towards the sidewalk.
    - ii. Expanding the playground to include the grass area should be investigated
  - c. The general playgrounds should be more natural playscapes
    - i. Environment / Science to be reflected in the landscape
    - ii. Places for kids to do what they naturally want to do. i.e. run, dig, climb
    - iii. Integrate water into the play areas
  - d. The landscape should be fresh and instructive
  - e. The Schoolyard is sometimes used as an extension of the neighbor's property and may need to have a form of separation
    - i. At times dogs or yard furniture had to be asked to be removed for student safety during school hours.
  - f. Irrigation should be used in appropriate and xeriscape used in areas not used by students
  - g. Playfields are currently used for community sports programs
  - h. Physical education needs should be accommodated in any revisions to the landscape
  - i. The Pit presentation area is oriented in the wrong direction. Access should be from the east and oriented towards the mountain views.
  - j. The school had a playscape design committee in conjunction with student at CU a number of years ago. Many good ideas were discussed however a comprehensive design was not developed to address all of their concerns. A copy of this design and goals should be reviewed by the design team and portions used for inspiration in any new design.
5. Student Circulation
- a. Students currently circulate from the cafeteria to the playfields
    - iii. This circulation path goes through and/or adjacent to the staff parking lot
    - iv. There is not very good teacher/supervision visibility to the students along the path
6. Security
- a. The admin door is the only door open during school hours
  - b. The north doors at the cafeteria are open for after school programs

## Review of the Existing Building

1. The current capacity of the school is 360
2. A Science is room is needed
  - a. A science room existed previously but was needed for additional 2<sup>nd</sup> grade classroom
3. The Art room is undersized
4. The instrumental music program uses any available space
  - c. Cafeteria
  - d. Staff lounge
  - e. 2 days a week
5. Current Vocal room is undersized
6. Small group spaces / breakout for 5+ kids are needed
  - a. Enhances individual learning

7. Occupation therapist needs small rooms
  - a. Currently uses a kitchen space in the cafeteria
8. The Literacy room is a poor space
  - a. Not well separated from the cafeteria
  - b. Sound and security
  - c. Kindergarten sometimes expands into literacy room depending on enrollment
9. Open plan classrooms
  - a. Some classrooms are of a good size
  - b. Larger classrooms have underutilized space near the circulation path
  - c. Potential for small group areas and strategic sound control in underutilized space
  - d. The community and some teachers like the open plan classrooms
    - i. Enhanced communication between teachers
    - ii. Increased noise disruption is a trade-off
  - e. Ideally the openness should be maintained while addressing the sound issues
  - f. The height of the ceilings in the classrooms should be increased
  - g. Some classrooms have sinks, while others do not. Sinks should be provided in the remainder of the classrooms
  - h. Classrooms currently do not have any daylight
10. Gifted and Talented program
  - a. Currently utilizes the stage in the cafeteria
  - b. Cannot be used during lunch periods
11. IMC
  - a. Located in the center of the school and not separated from the classrooms visually or from sound
  - b. Cannot be used during portions the day or for certain activities due to disruptions from the adjacent classrooms or to prevent disrupting the adjacent classrooms
  - c. Small group space for classroom use is needed.
12. Cafeteria
  - a. Cafeteria is noisy
  - b. Sounds studies have found a constant decibel level above 40 when students present
  - c. The location could be improved
    - i. It was proposed that the cafeteria move to the location of the existing gymnasium
    - ii. It was noted that the kitchen component of the cafeteria is expensive to relocate or renovate
    - iii. If the cafeteria was on the south side exterior seating could be provided
    - iv. There is community concern over trash if out door eating is allowed
  - d. The cafeteria currently provides food service as a warming kitchen, the district may be moving towards individual food prep rather than a central kitchen. To be discussed with Ann Cooper with BVSD food services
13. Computer lab
  - a. The computer lab needs cooling
  - b. A thru wall air conditioning unit is installed and is not code compliant and not performing
14. Gymnasium
  - a. Should allow for after school programs, i.e. YMCA
  - b. Large doors to the exterior should be provided with any gym addition or remodel
  - c. Should be large enough for entire student body and community to attend events
  - d. Storage for the PE program
  - e. Restrooms adjacent to the gym space with out needing to exit the gym
  - f. Should be adjacent to the playfields
  - g. Sized for 1 class at a time
  - h. Large hard surface area adjacent to the gym
  - i. Stage should be maintained in the gym space

- j. The current height of the stage should be maintained – high so that the back of the room can see presentations.
- k. The depth of the current gym to the stage is appropriate
- l. Stairs to the Stage should be provided directly from the gym floor

15. Entry

- a. The entrance to the school should be clearly distinguished
- b. Visibility from the secretary to the entry and drop off should be provided for improved safety
- c. A lobby area large enough for parents and students to congregate and prepare for inclement weather should be provided

16. Areas not yet discussed

- a. Special education
- b. Administration

**Homework**

- 1. Communicate with the rest of the Faculty and peers
- 2. Study the existing floor plans

**Next Meeting**

- 1. The next meeting will be Monday September 28<sup>th</sup> at 3:15pm

Attachments: Attendance Record

CC: Doug Abernethy (RTA), Michael Riggs (RTA), Kristi Williams (RTA), Steve Schumacher (BVSD), Kent Cruger (BC), Jerry Bivens (Envision), Virgil Fleeman (CEI), David Heinrich (JVA), DAT members

REPORTED BY: Michael Riggs, Architect RTA  
Signature

\_\_\_\_\_  
Printed Name

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**MEETING ATTENDANCE**  
**Project: Bear Creek Elementary School**  
**Project Number: 09038**

Meeting Dates						Name	Representing	Telephone	Fax	Email Address
09.14.09	09.28.09	10.12.09	10.26.09	11.09.09						
x						Laurie Brockway	Librarian	303.494.1456		<a href="mailto:laurie.brockway@bvsd.org">laurie.brockway@bvsd.org</a>
x						Juana Gomez	Community	303.499.8962	303.499.9505	<a href="mailto:juana@lawrenceandgomez.com">juana@lawrenceandgomez.com</a>
x						Emily Weller	3rd Grade Teacher	303.494.4268		<a href="mailto:emily.weller@bvsd.org">emily.weller@bvsd.org</a>
x						Lucy Ewing	4th Grade Teacher	303.543.8746		<a href="mailto:lucy.ewing@bvsd.org">lucy.ewing@bvsd.org</a>
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