

## MEETING MINUTES – DAG #3

**PROJECT:** Berthoud Elementary School  
ED10417.2501.00

**MEETING:** Design Advisory Group Meeting #3

**DATE AND TIME:** February 03, 2026

**LOCATION:** Berthoud Elementary School

**MATERIALS USED:** PowerPoint presentation

<b>ATTENDEES:</b>	<p>Jason Buckley Michelle Oster Ami Storle Lindsay Rashid Carrie Crespo Stu Boyd Tammie Knauer Kristen Battige Todd Piccone Dalton Njos Anthony Durst Austin Mouw Zach Chambers Becky Roussin Lamb Caro Patrick Johnson Scott Dangel Danielle Latza Juliet Bibla Corinne Sage</p>	<p>Dean 3rd grade teacher 4th grade teacher Health aid and parent Parent BoE member (Berthoud rep) Bond Director Director of Operations - TSD COO - TSD AP Superintendent AP Vice President AP Senior Precon Manager TSD Bond PM BES Principal (Virtual) Director of Early Childhood Treanor Project Manager (Virtual) Treanor Lead Designer Treanor Project Architect Treanor Architect Treanor Interior Designer</p>
-------------------	---	--

**AUTHOR:** Danielle Latza  
**For corrections or clarifications, contact:** dlatza@treanor.design  
csage@treanor.design

**DISTRIBUTION:** All present

ITEM	DISCUSSION	ACTION
1.1	Scott introduced the agenda of DAG #3.	
1.2	Guiding Principles <ol style="list-style-type: none"> <li>Juliet walked through the updates the design team made to the guiding principles based on DAG #2 comments.</li> </ol>	

ITEM	DISCUSSION	ACTION
	2. Community <ol style="list-style-type: none"> <li>a. DAG members liked that this word was included in the principles but want to make sure that it refers to the Berthoud community as well the community within BES.</li> <li>b. Ensuring that the design lends itself to making the school feel like a united community as it grows.</li> </ol>	
1.3	DAG Recap <ol style="list-style-type: none"> <li>1. Scott gave a recap of the last two DAG meetings and the changes the design team has made since the start before getting into the most recent updates.</li> <li>2. Question about if the playground is still being considered for updates and it is.</li> </ol>	
1.4	Update from AP <ol style="list-style-type: none"> <li>1. Austin gave an update from AP about working in an occupied school</li> <li>2. Communication is key.</li> <li>3. The goal is to minimize the impact of renovation on the function of the school</li> <li>4. Acknowledged that there is always a neighborhood impact that comes with construction               <ol style="list-style-type: none"> <li>a. The school board will appreciate the door hangers.</li> </ol> </li> <li>5. Question from DAG member if there would be overnight work.               <ol style="list-style-type: none"> <li>a. There is a possibility of this.</li> </ol> </li> </ol>	
1.5	Additional Information <ol style="list-style-type: none"> <li>1. Scott acknowledged the requests for the layout/extent of PK classroom and classroom addition/renovation</li> <li>2. Question from a DAG member as to why this secured vestibule layout is preferred by the district.               <ol style="list-style-type: none"> <li>a. District stated that going for the more secure options and more extensive renovation will be better for the future.</li> </ol> </li> <li>3. Administration               <ol style="list-style-type: none"> <li>b. A vault could be added to the files and storage room in admin.</li> <li>c. Design team to take a deeper look into the size of the nurse's office (already small as it is) – will be discussed further in focus groups.</li> <li>d. Admin rendering is “the best happy medium accommodating everyone's needs”</li> </ol> </li> <li>4. Bathrooms               <ol style="list-style-type: none"> <li>e. Bathrooms in the new 5<sup>th</sup> grade addition were originally discussed, but the feasibility of adding a sanitary line in this location is cost-prohibitive.</li> </ol> </li> <li>f. Later in the meeting, a preference to include sinks in the new classrooms was communicated. If sinks are needed in the classrooms,</li> </ol>	

ITEM	DISCUSSION	ACTION
------	------------	--------

a new sanitary line will need to be added anyway. The need for sinks in these classrooms will be further discussed in focus group meetings.

1.6 Building Options

1. Option C
  - a. Juliet talked about the doors to the Sensory room. This will be discussed further during focus group meetings.
  - b. Request to switch GT and OT spaces.
  - c. Specific classroom names (i.e. K, 1<sup>st</sup>, etc.) will ultimately be decided later in the design process.
2. 21<sup>st</sup> Century Learning
  - a. C.1 – Small group rooms in the addition
  - b. C.2 – Small maker space in the addition
  - c. C.3 – full STEM room in the addition
  - d. DAG Member comments:
    - i. Preference from most DAG members to use the budget for deferred maintenance items and making interior updates to the whole school instead of just in the addition.
    - ii. If a STEM room was added it would likely just flex back into a regular classroom when the school grows.
    - iii. The school is also in the process of turning their existing computer lab into an innovation lab (covering some STEM related activities)
    - iv. Consensus from DAG members was to revitalize the whole building with interior upgrades and only do the 3-classroom addition.

1.7 Interior Design

1. History and Culture
  - a. Group discussion of what building community within BES means to them.
  - b. DAG members appreciated having this discussion and Treanor team using examples from other small school districts with tight-knit communities.
  - c. Important elements that make BES unique and special:
    - i. Eagle (mascot)
    - ii. SOAR
    - iii. School colors (legacy throughout the years)
    - iv. Mural (already planned)
    - v. History of Berthoud
      - Local and state history are key aspects of elementary curriculum
      - Local historical museum is a good resource for this.
    - vi. A way for the students to leave their impact on the school (something interactive)

ITEM	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>vii. School pledge</li> </ul>	
	<ul style="list-style-type: none"> <li>2. Sense of Belonging               <ul style="list-style-type: none"> <li>a. This was discussed in depth with the history and culture section – design team to keep this in mind throughout the design process.</li> </ul> </li> <li>3. Wayfinding Through Color               <ul style="list-style-type: none"> <li>a. DAG members seemed interested in this concept</li> <li>b. Colored carpet in the hallway is a great way for younger grade levels to find their way in the building and where they should line up</li> <li>c. Image of street signs was well liked and whimsical but also functional for navigating students, substitutes, and parents.</li> <li>d. Incorporate all areas of the building (including specials)</li> <li>e. Riverview was brought up by DAG members as an example of a school that was well executed and well liked.</li> <li>f. Discuss this topic further in focus groups and determine how it can be executed specifically at BES.</li> </ul> </li> <li>4. Interior design will be further discussed in the focus group meetings with maintenance staff</li> </ul>	
1.8	<p>Site</p> <ul style="list-style-type: none"> <li>1. Danielle gave an overview of site updates.</li> <li>2. Request to keep the drive up to the entrance for loading and unloading.</li> <li>3. Existing crosswalk from the gym will be eliminated in the new design and replaced by a sidewalk.</li> <li>4. Exterior Addition Options               <ul style="list-style-type: none"> <li>a. Design team to find a place to relocate the existing basketball courts (likely to the west of the new addition).                   <ul style="list-style-type: none"> <li>i. 3 half court hoops</li> </ul> </li> <li>b. DAG members were more drawn to the option with the wood roof element over the door.                   <ul style="list-style-type: none"> <li>i. Consistency with the exterior design is desired.</li> </ul> </li> </ul> </li> <li>5. DAG members liked the interior renovation rendering               <ul style="list-style-type: none"> <li>a. Color in the hallways is great</li> <li>b. Adding in school branding is also desired.</li> </ul> </li> </ul>	
1.9	<p>Focus Groups</p> <ul style="list-style-type: none"> <li>1. Juliet walked through what to expect at upcoming focus group meetings</li> </ul>	
1.10	<p>Next Steps</p> <ul style="list-style-type: none"> <li>1. Focus Groups 02/10</li> <li>2. Schematic Design 02/27</li> </ul>	

**END OF MEETING MINUTES**

*The contents of these minutes are assumed to be correct unless Treanor is notified, in writing, of any additions, corrections, or deletions within three (3) calendar days of receipt.*



# Berthoud Elementary School

## Design Advisory Group #3





- Guiding Principles
- DAG Recap
- Additional Information
- Building Options
  - 21<sup>st</sup> Century Learning
- Interior Design
  - History and Culture
  - Sense of Belonging
  - Wayfinding Through Color
- Site
- Next Steps

Spaces designed to support diverse learning needs, enhancing **FUNCTIONALITY, FLEXIBILITY AND WELL BEING** for staff and students through **INCLUSIVE AND CULTURALLY** responsive spaces.

Upgraded facilities that are **ADAPTABLE, EFFICIENT, AND FUTURE READY**, capable of supporting evolving enrollment and programmatic needs while **fostering innovation and lifelong learning.**

**SAFE, SECURE, AND WELCOMING** facilities that **reinforce** school pride at the forefront, where individuals feel welcomed and valued.

Learning environments promoting **COLLABORATION, TEAMWORK, AND STRONG CONNECTIONS**, incorporating social-emotional spaces that **encourage peer interaction and community engagement.**

Resources are managed responsibly to ensure **DURABLE, ENVIRONMENTALLY SUSTAINABLE, AND COST-EFFECTIVE FACILITIES.**

# DAG RECAP

THOMPSON  
SCHOOL DISTRICT

NO PARKING  
NO STOPPING  
SCHOOL BUS  
LOADING ZONE

ARTHUR W. BROWN ELEMENTARY SCHOOL  
360

SMOKE-FREE  
ZONE

# Option A



Preferred Option  
(with adjustments and  
new information)

# Option B



STOR	STOR
1,027 sf	1,027 sf

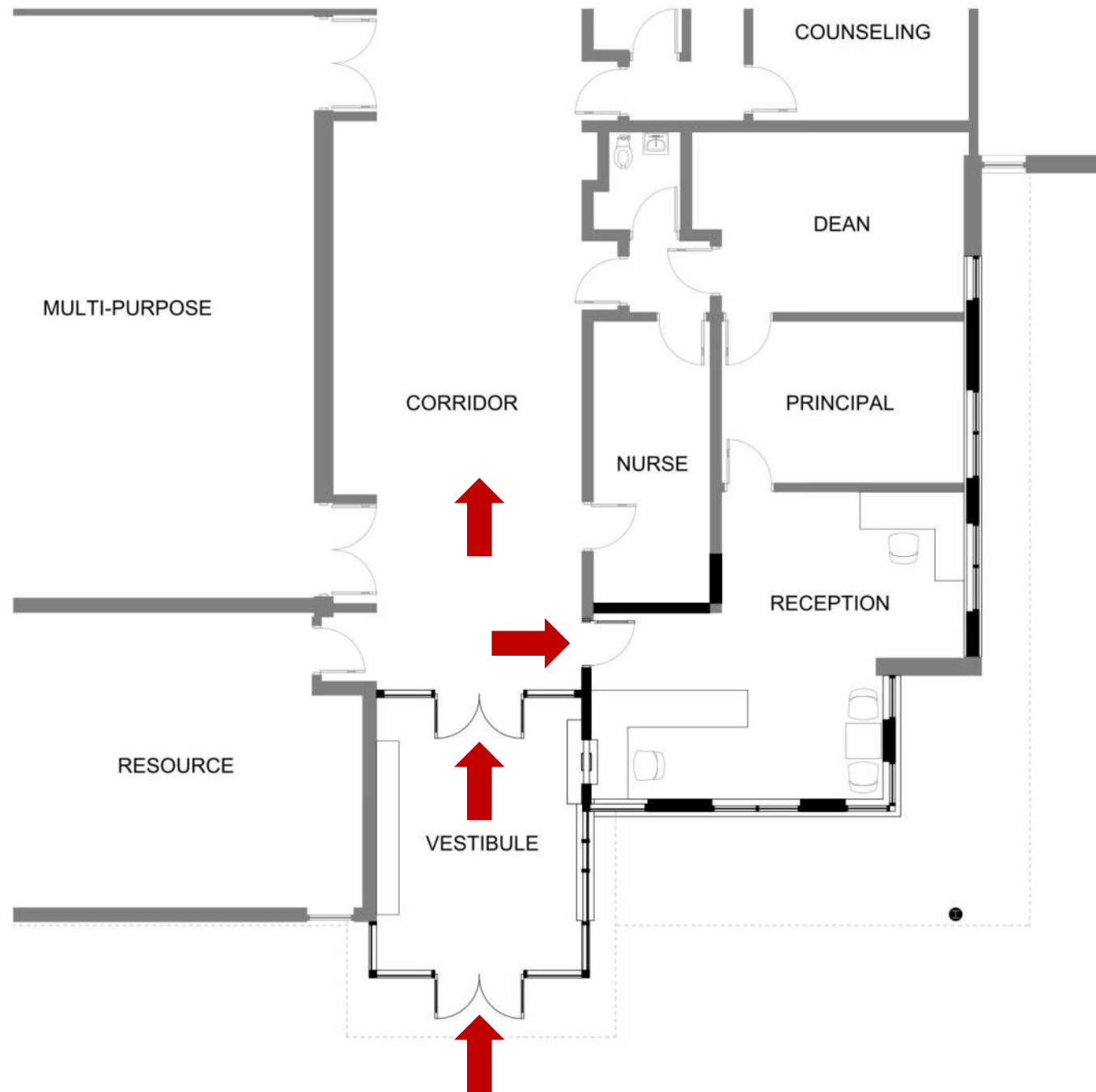
STOR	STOR
1,027 sf	1,027 sf



STOR	STOR
1,027 sf	1,027 sf

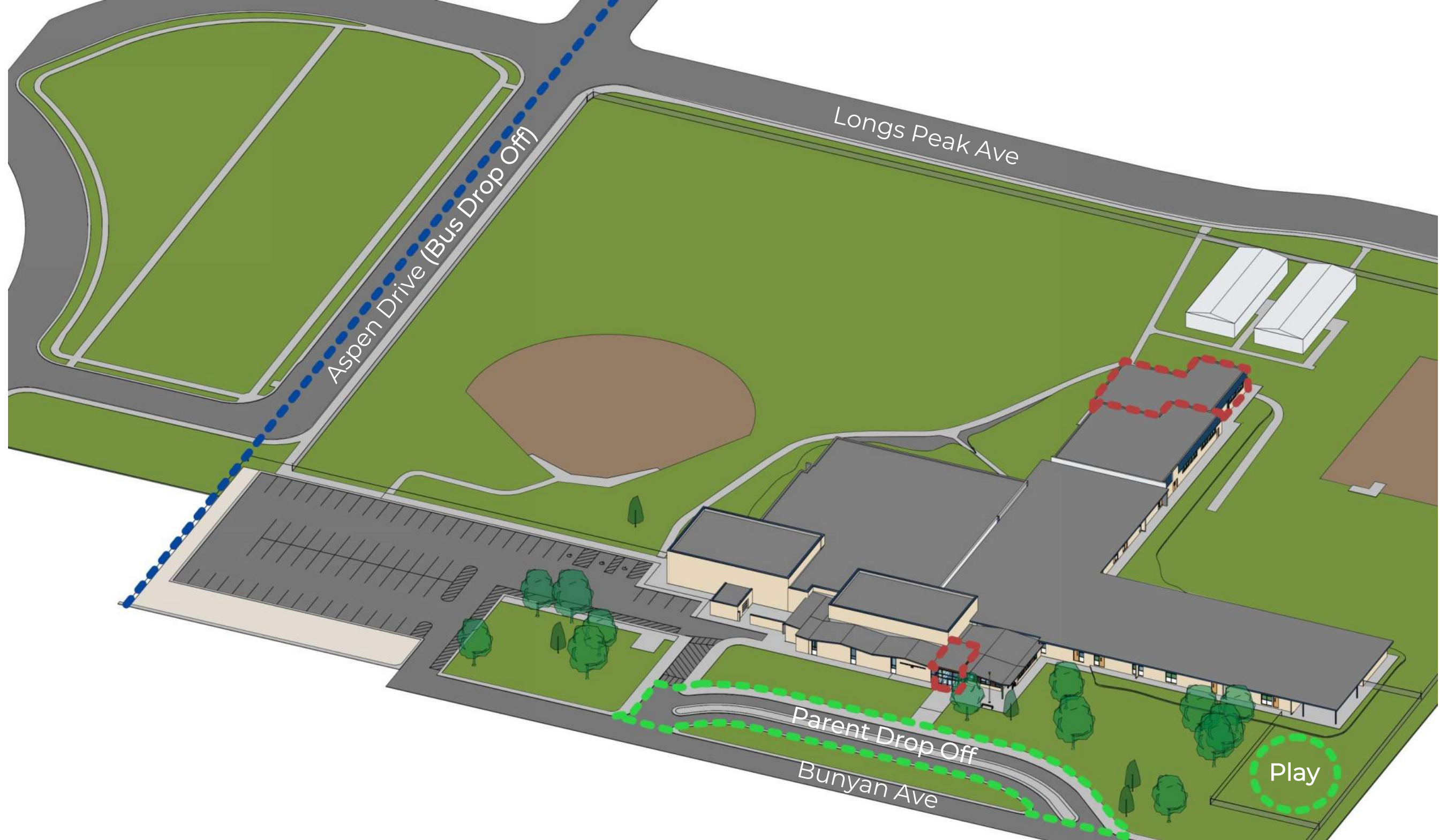
STOR	STOR
1,027 sf	1,027 sf

**Option A** ★ Preferred Option  
(with adjustments)



**Option B**





**December 2026 through April 2027**



**May 2027 through August 2027**





**Hi!**

You might see Adolfsen & Peterson Construction (AP) "hanging" around in the neighborhood for the next few months.

Brighton School District 27J is investing in the future by building new educational facilities.

During construction, we promise to be respectful, informative and part of your community in the best way possible for all of us.

**QUESTIONS?**  
Contact Kyle Harris @ 307-274-1457

**Hola!**

Puede que veas a Adolfsen y Peterson Construcción (AP) "pasando el rato" el barrio durante los próximos meses.

Distrito 27J está invirtiendo en el futuro mediante la construcción de nuevas instalaciones educativas.

Con la construcción, prometemos ser respetuosos, informativos y parte de tu comunidad de la mejor manera posible para todos nosotros.

**PREGUNTAS?**  
Contacta a Kyle Harris @ 07-274-1457

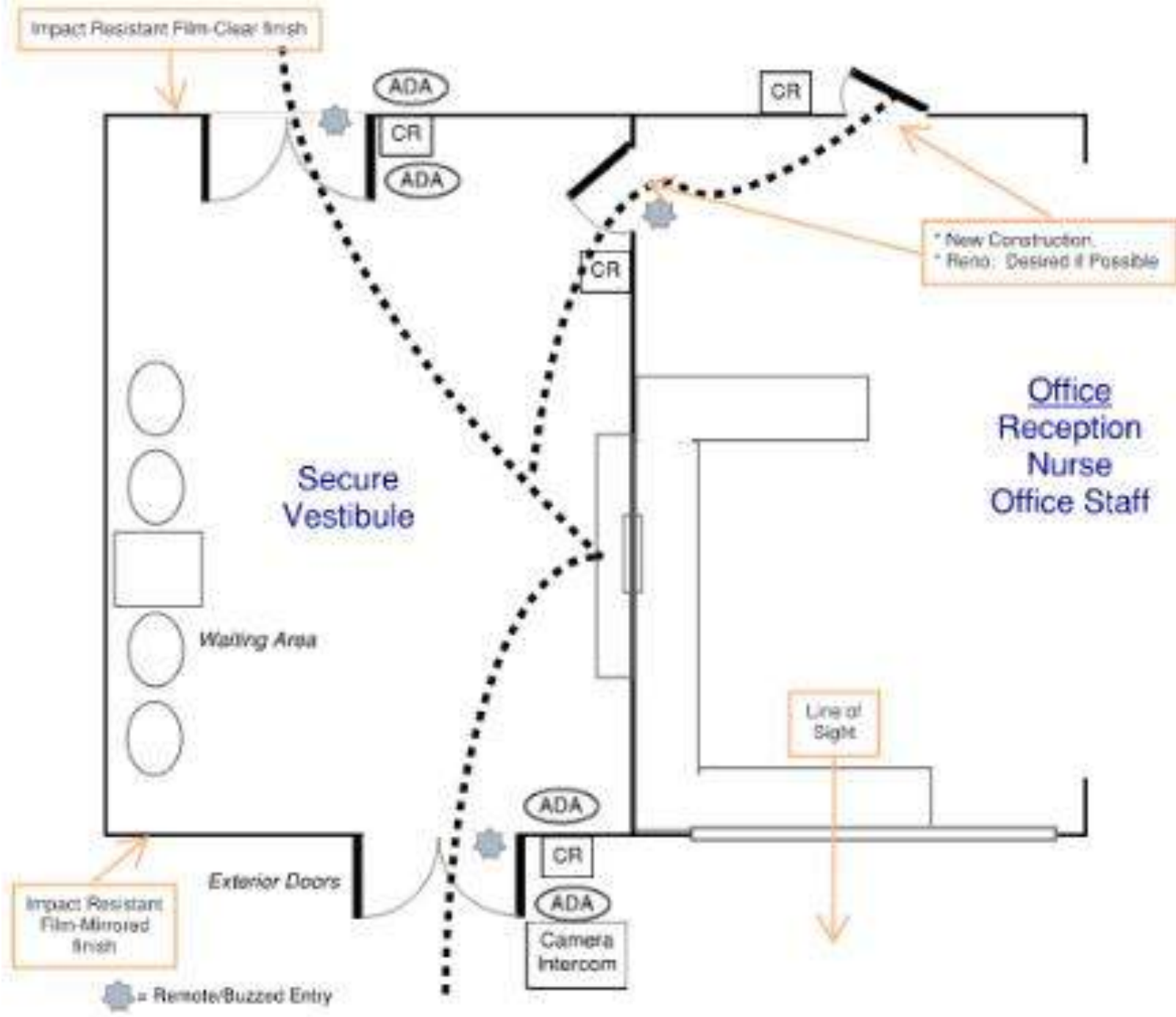
A photograph of a school building with a large tree in the foreground, overlaid with a blue tint and the text "ADDITIONAL INFORMATION". The building is a single-story structure with a flat roof and large windows. A large tree stands in the center-left foreground, casting shadows on the building. A signpost with a "NO PARKING NO STOPPING" sign is visible near the tree. The text "ADDITIONAL INFORMATION" is centered over the image in a large, white, sans-serif font. The entire image has a blue color cast.

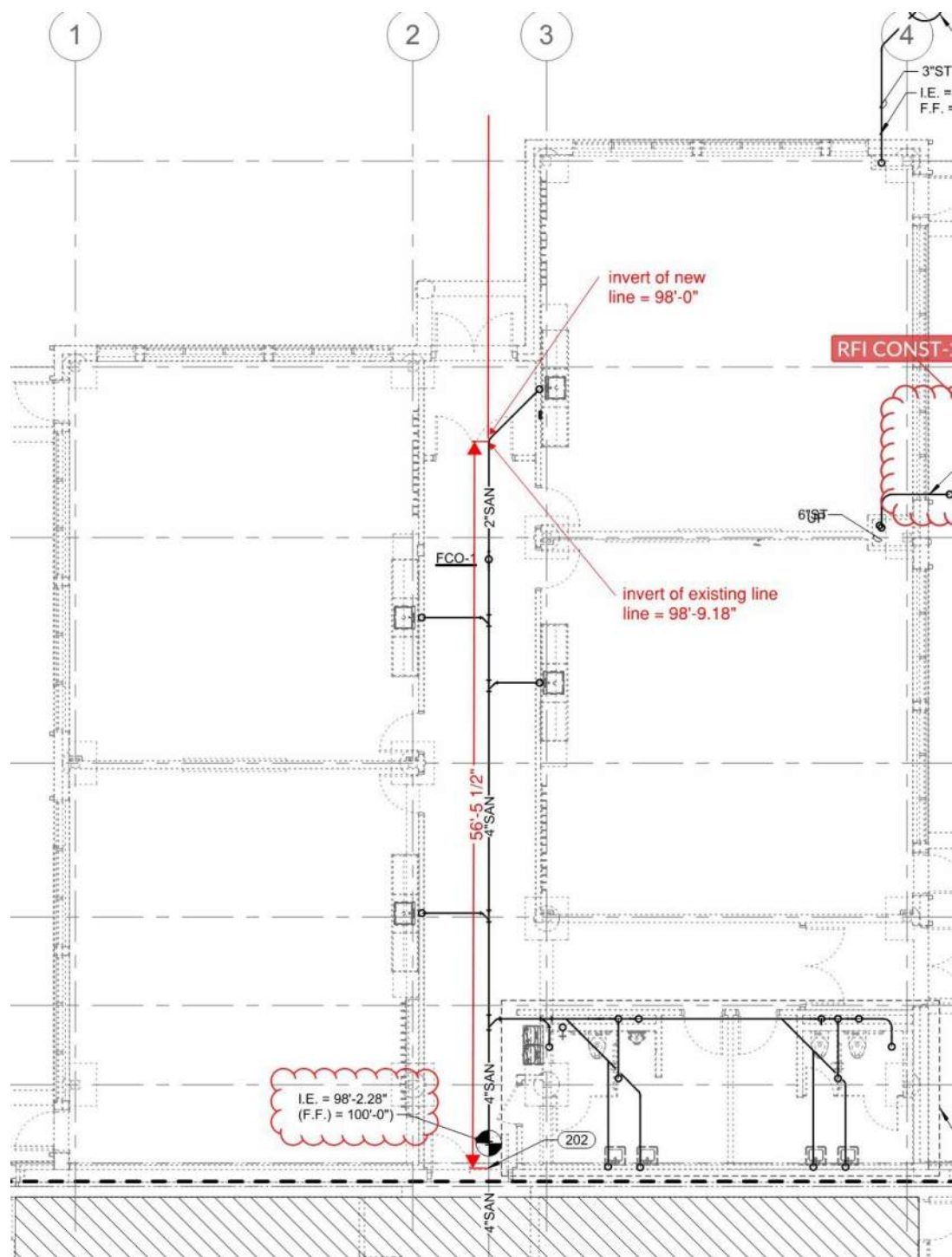
# ADDITIONAL INFORMATION

Existing Administration	Existing Area	Comments
Reception Area	323	
Principal Office	178	
Dean	213	
Nurse Room	177	
Nurse Restroom	35	
Staff Toilet	42	
Staff Toilet	42	
Secretary	560	
Secretary Storage	34	
Teacher Break	468	
Counselor Room	282	
Occupational Therapy (OT)	844	
Psychologist	1,027	Currently in modular
<b>Total</b>	<b>4,225</b>	

NEW Administration	NEW Area	Comments
Reception Area	440	Major Renovation
<b>Secure Vestibule</b>	<b>360</b>	<b>New Addition + Renovation</b>
Principal Office	178	
Dean	158	New Office / Location Moved
Files / Storage	121	New Room / Was Deans Office
Nurse Room	141	Major Renovation
Nurse Restroom	35	
Staff Toilet	42	
Staff Toilet	42	
Conference Room (12-14 People)	355	Major Renovation
Conference Room Storage	34	
Teacher Break	468	
Counselor Room	282	
Occupational Therapy (OT)	390	Major Renovation
Psychologist	177	Major Renovation
<b>Total</b>	<b>3,223</b>	

★ Explore having a larger PK Classroom and keep the existing Kindergarten sizes





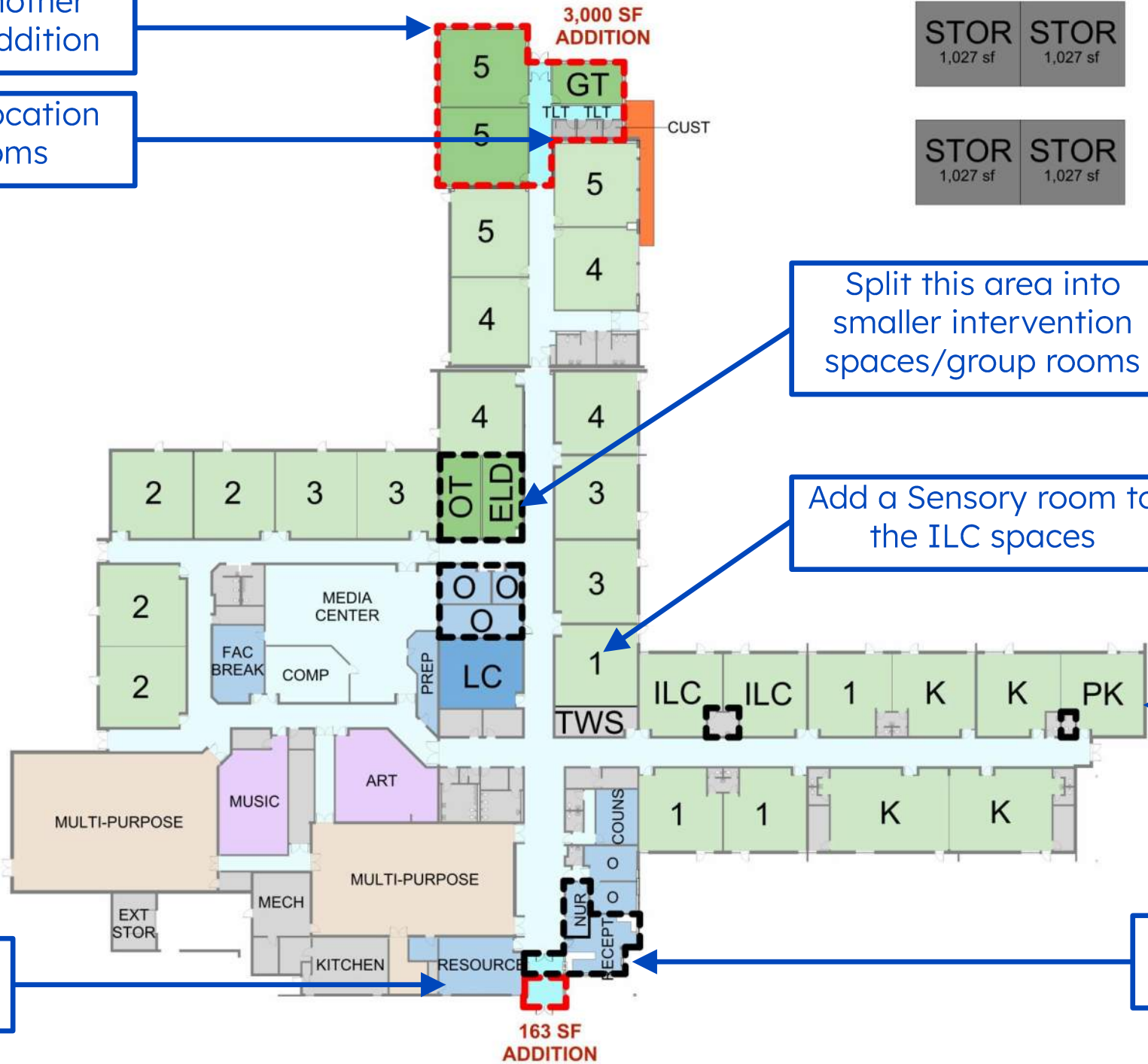
# Option A



# DAG 2 Meeting - Preferred Option

Look at adding another classroom to the addition

Find a less costly location for staff restrooms



Split this area into smaller intervention spaces/group rooms

Add a Sensory room to the ILC spaces

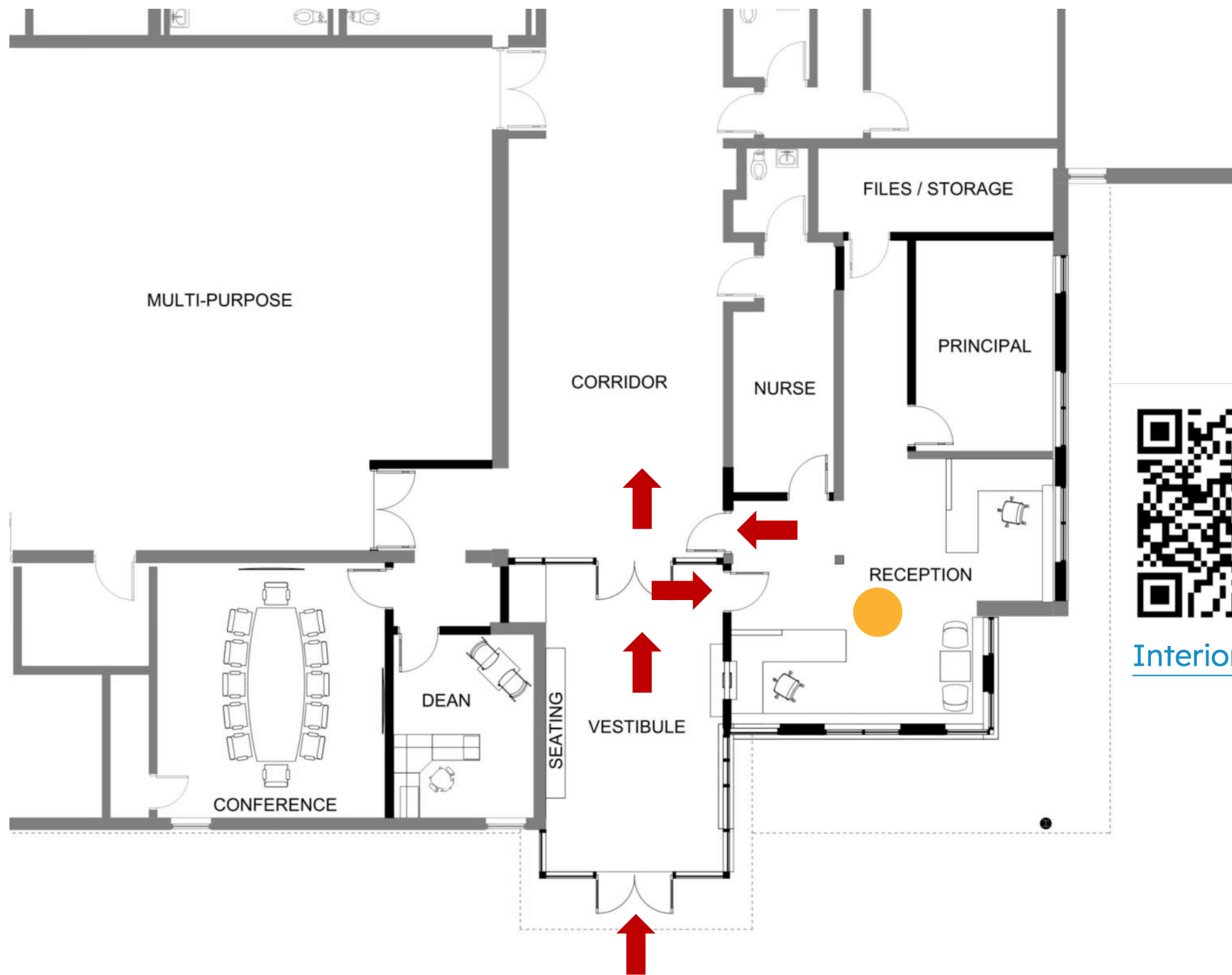
Explore both a larger PK and Kindergarten

Adjust this area to be more efficient

Work on a vestibule/admin that fits TSD preferred layout

A photograph of a school building with a large tree in the foreground, overlaid with a blue tint and the text "BUILDING OPTIONS". The building is a single-story structure with a flat roof and large windows. A large tree stands in the center-left foreground, casting shadows on the building. A signpost with a "NO PARKING NO STOPPING" sign is visible near the tree. The text "BUILDING OPTIONS" is centered in the image in a white, bold, sans-serif font. The overall scene is dimly lit, suggesting dusk or dawn.

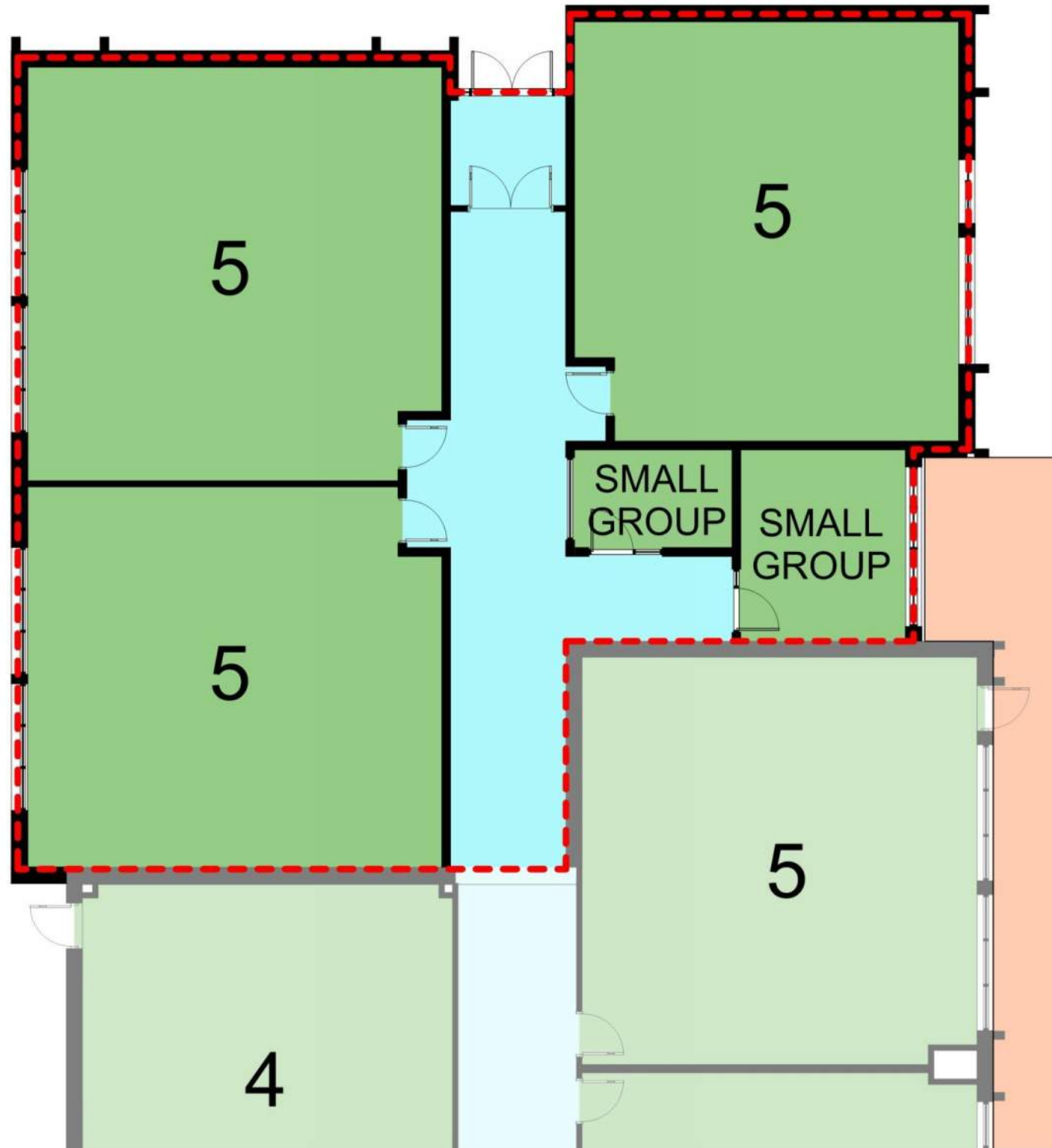
# BUILDING OPTIONS



[Interior Admin Rendering](#)

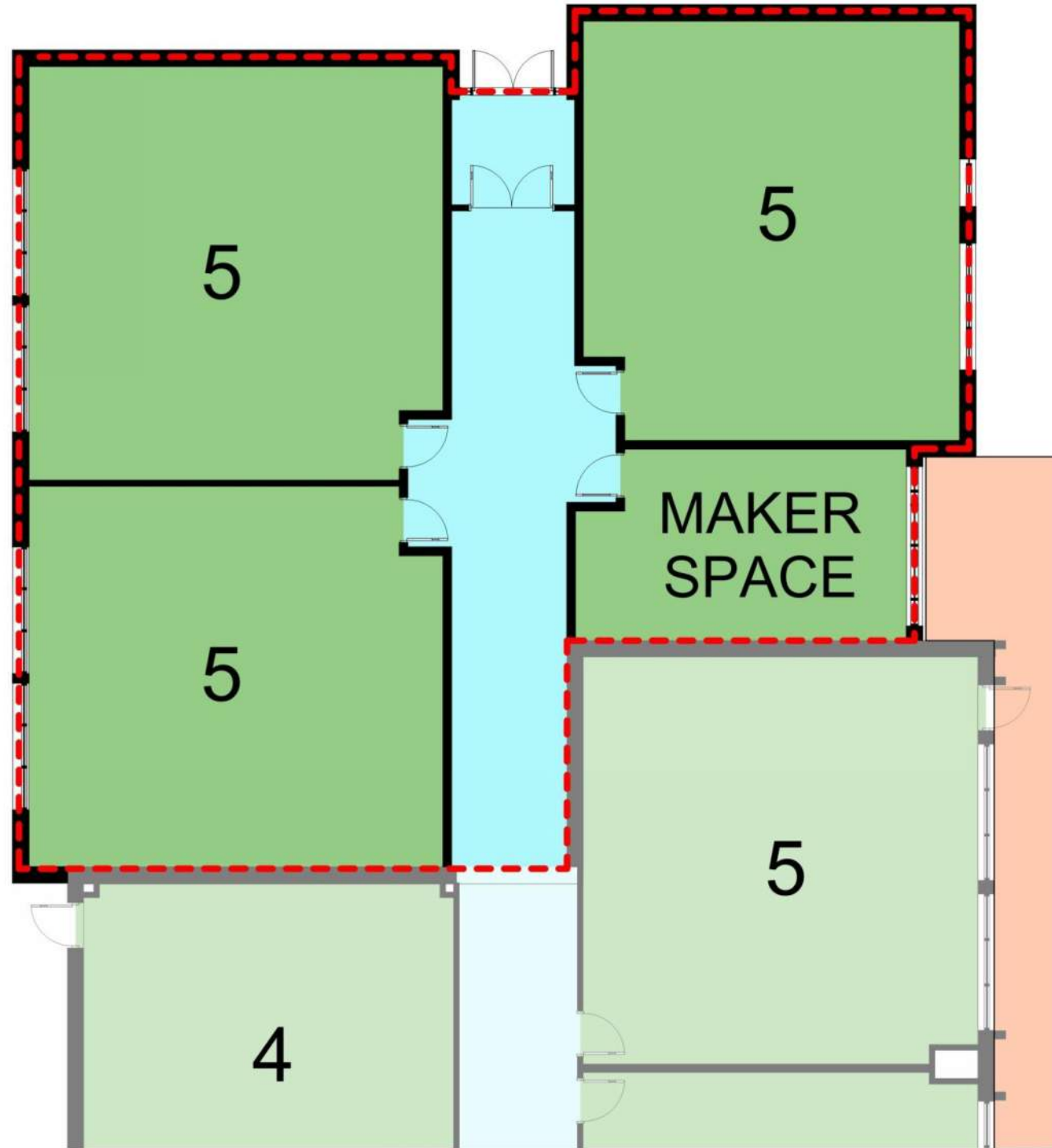






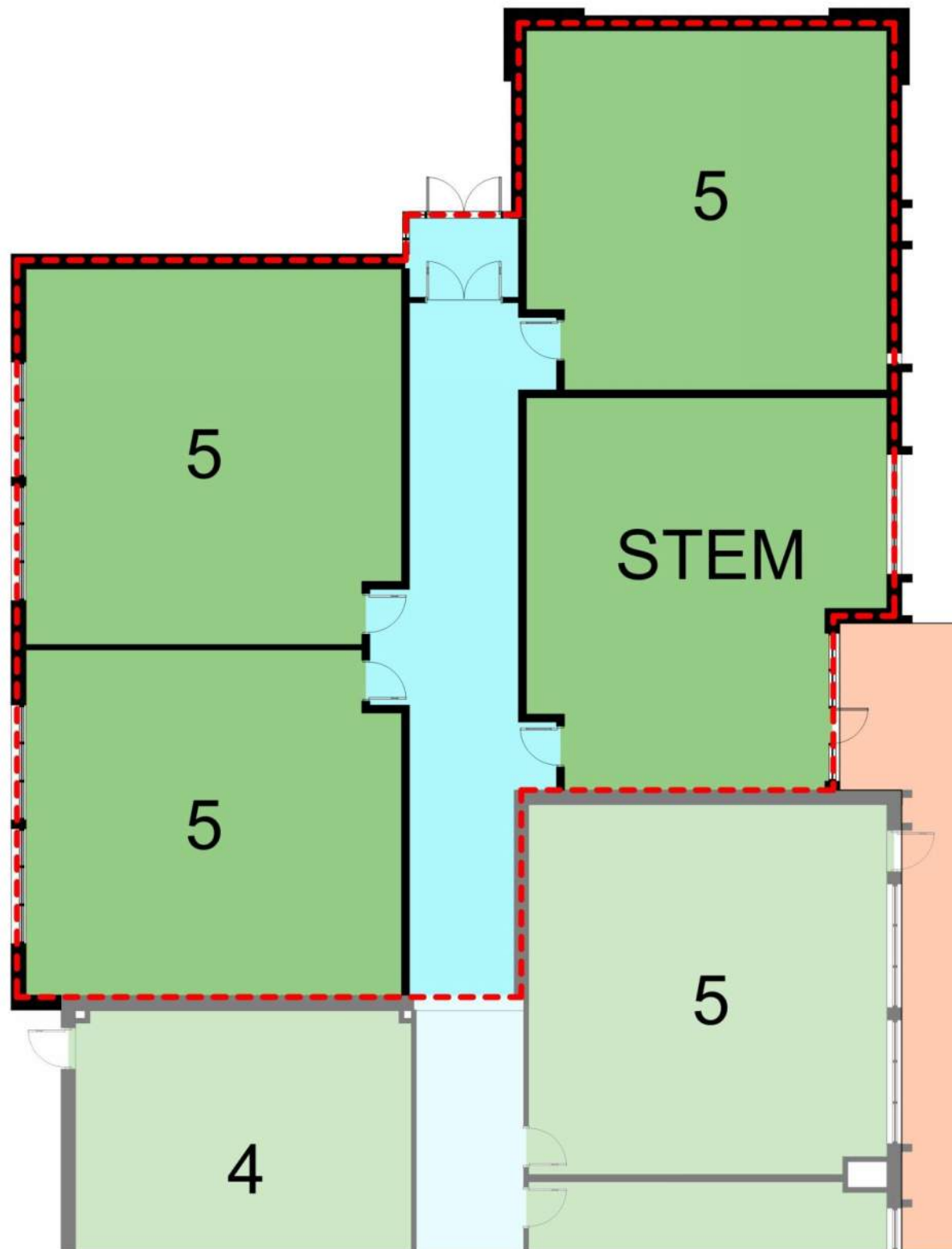
**3,675 sf Addition**

**+325 sf from Option C**



**3,680 sf Addition**

+330 sf from Option C



**4,250 sf Addition**

+900 sf from Option C

The image shows the exterior of a school building with a large tree in the foreground. A sign on a pole reads "NO PARKING NO STOPPING" and "SCHOOL BUS LOADING ZONE". The building has a sign that says "THOMPSON SCHOOL DISTRICT". The text "INTERIOR DESIGN HISTORY AND CULTURE" is overlaid in white on the image.

# INTERIOR DESIGN

## HISTORY AND CULTURE

What should be celebrated  
within your building?

Are there any images that  
you associate with your  
community?

How important are school  
colors?

What makes Berthoud  
Elementary unique?

What are some school  
traditions that we should  
highlight within the building?

Are there any historic  
elements about your  
building that we should  
preserve/highlight?

What do you want the  
school to express?



The image shows the exterior of a school building with a large tree in the foreground. A sign on a pole reads "NO PARKING NO STOPPING" and "SCHOOL BUS LOADING ZONE". The building has a sign that says "THOMPSON SCHOOL DISTRICT". The text "INTERIOR DESIGN" and "SENSE OF BELONGING" is overlaid in white on the image.

# INTERIOR DESIGN

## SENSE OF BELONGING



The image shows the exterior of a school building with a large tree in the foreground. A sign on a pole reads "NO PARKING NO STOPPING" and "SCHOOL BUS LOADING ZONE". The building has a sign that says "THOMPSON SCHOOL DISTRICT". The text "INTERIOR DESIGN" and "WAYFINDING THROUGH COLOR" is overlaid in white on the image.

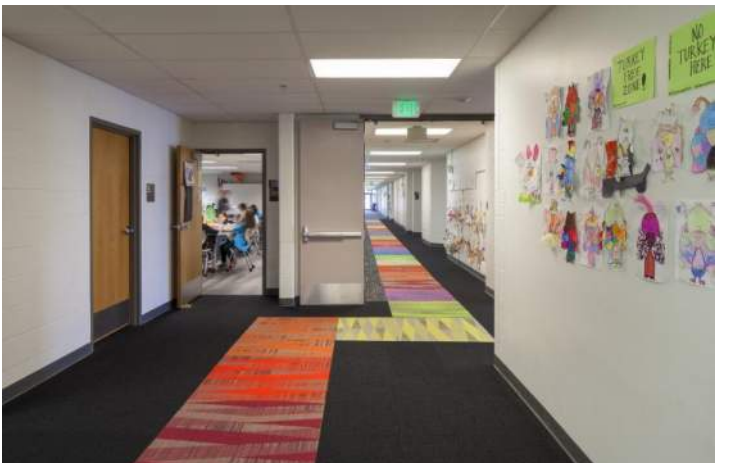
# INTERIOR DESIGN

## WAYFINDING THROUGH COLOR





**Hudson Elementary**



**Gilcrest Elementary**



# SITE

THOMPSON  
SCHOOL DISTRICT

NO PARKING  
NO STOPPING  
SCHOOL BUS  
LOADING ZONE

BERTHOUD ELEMENTARY SCHOOL  
560

SMOKE-FREE  
ZONE





C.1



C.2











# FOCUS GROUPS

THOMPSON  
SCHOOL DISTRICT

NO PARKING  
NO STOPPING  
SCHOOL BUS  
LOADING ZONE

THOMPSON ELEMENTARY SCHOOL  
360

GREEN-FREE  
ZONE

SUPERINTENDENT  
SCHOOL BOARD MEMBERS  
BUSINESS MANAGER  
FACILITIES DIRECTOR  
PRINCIPALS



EXECUTIVE  
TEAM

BERTHOUD COMMUNITY



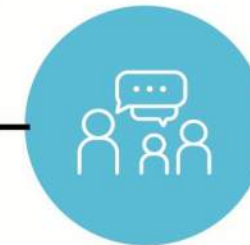
DESIGN  
ADVISORY  
GROUP

PRINCIPALS  
KEY STAFF  
STUDENT REPRESENTATIVES  
COMMUNITY MEMBERS  
PARENTS  
BUILD PARTNER

USER  
GROUPS

STUDENT  
GROUPS

BUILDING ADMIN.  
TEACHERS  
SCHOOL STAFF  
COACHES  
FOOD SERVICE  
CUSTODIAL



ELEMENTARY STUDENTS

**Administration**

(Nurse, Principal, Dean, Reception, Secretary)

**Teachers**

**LC and ILC**

**Intervention**

(OT, Speech, GT, Psych, Coach)

**Pre-K and Playground**

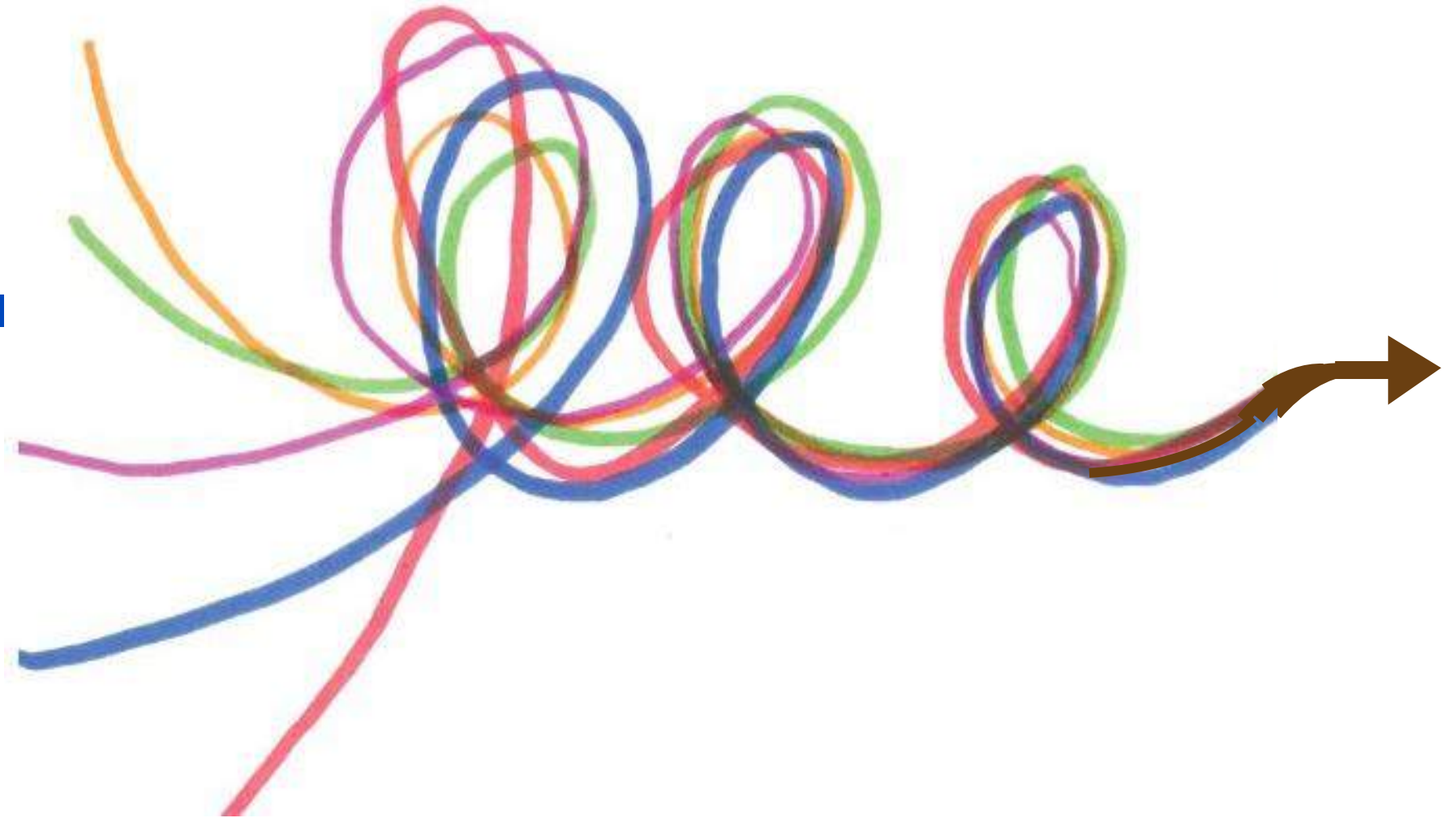
**Transportation**

**Safety and Security**

**Maintenance and Facilities**

**Interiors**

(Staff and Students)





- **Focus Groups** **02/10/26**
- **Schematic Design** **02/27/26**

## Next Steps