

Project Minutes

Project:	Wilmington Wildwood Early Childhood Center	Project No.:	22127
Prepared by:	Sarah A. Traniello	Meeting Date:	12/13/2023
Re:	School Building Committee	Meeting No:	8
Location:	Remote Participation via Zoom		
Distribution:	School Building Committee (MF):		

Attendees:

School Building Committee

Present Dr. Glenn Brand, *School Superintendent, School Building Committee Chair*
Present Paul Ruggiero, *Assistant Superintendent of Administration & Finance*
 Diane M. Allan, *Permanent Building Committee*
 John C. Holloway, *Permanent Building Committee*
 Gregory B. Bendel, *Board of Selectmen*
Present Kevin A. Caira, *Board of Selectmen Alternate*
Present Kate Bissell, *Wildwood School Principal*
 Stacey Scott, *Woburn Street School Principal*
Present Christine Holloran, *Wildwood Teacher*
 Alice Brown-LeGrand, *Director of Student Support Services*
 George W. Hooper II, *Public Buildings Superintendent*
Present Dennis Kelley, *Building Systems Manager, Wilmington Public Buildings Department*
 Lou Cimaglia, *Interim Town Manager*
Present Susan Inman, *Assistant Town Manager*
Present Bryan T. Perry, *Finance Director/Town Accountant*
 Paul J. Melaragni, *Permanent Building Committee*
Present David A. Ragsdale, *School Committee Vice Chair*
Present Marianne Gallezzo, *Finance Committee Member*
Present Michael Camoscio, *North Side Parent, Mechanical Engineer*
 Craig Miner, *West Side Parent, Civil Engineer*
Present Vivian Varbedian, *North Side Parent, Project Manager, School Building Committee Co-Chair*
 Maggie Lopes, *West Side Parent*
Present Christine Prendergast, *North Side Parent*
Present Justin Cusce, *North Side Parent*

Dore+Whittier Architects

Absent Donald Walter, *Principal-In-Charge*
Absent Lee P. Dore, *Principal, Designer*
Present Rani Phillips, *Project Manager*
Present Jason Boone, *Educational Planner*

SMMA

Present Julie Leduc, *Director of OPM Services and Project Manager*
Present Sarah Traniello, *Assistant Project Manager*

Item #	Action	Discussion
7.1	Record	Wilmington Public Schools Superintendent, Dr. Glenn Brand, called the meeting to order at 6:30 PM. Roll Call of the School Building Committee was performed to account for all of those who are present. Roll call present: Dr. Glenn Brand, Paul Ruggiero, Kate Bissell, Christine Holleran, Susan Inman, Bryan T. Perry, David Ragsdale, Marianne Gallezzo, Michael Camoscio, Vivian Varbedian, Christine Prendergast, and Justin Cusce. Missing: <i>John C. Holloway, Diane Allan, Gregory Bendel, Alice Brown-LeGrand, George W. Hooper II, Stacey Scott, Paul Melaragni, Lou Cimaglia, Craig Miner, and Maggie Lopes.</i> <i>P.S.: Kevin Caira was not present at Roll Call due to attendance of another Wilmington meeting and arrived at 7:30pm after the previous meeting concluded.</i>
8.2	Record	Approval of Minutes Motion to approve the School Building Committee Meeting Minutes of November 8, 2023 by Vivian Varbedian with annotation correction made and seconded by Marianne Gallezzo. Voted upon unanimously with 1 abstention: <i>Dennis Kelley</i> Roll call vote: Dr. Glenn Brand, Paul Ruggiero, Kate Bissell, Kevin Caira, Christine Holleran, Susan Inman, Bryan T. Perry, David Ragsdale, Marianne Gallezzo, Michael Camoscio, Vivian Varbedian, Christine Prendergast, and Justin Cusce.
8.3	Record	Approval of Invoices • Warrant No. 6 – November 2023 Services: \$46,920 ○ SMMA OPM Basic Services – Feasibility Study: \$7,500 ○ Dore+Whittier Architects – Basic Services – Feasibility Study: \$31,500 ○ Dore+Whittier Architects – Amendment No. 1 – Hazardous Materials Consultancy: \$7,920 Finance Working Group met prior to the Wildwood School Building Committee to review the invoices listed above in Warrant No. 6. Susan Inman representing the Finance Working Group advised that the Finance Working Group agrees that a careful review has been performed of the invoices in Warrant No. 6 and recommends payment of the invoices in Warrant No. 6. Motion to approve made by Susan Inman, seconded by Vivian Varbedian and passed unanimously. Roll call vote: Dr. Glenn Brand, Paul Ruggiero, Kate Bissell, Kevin Caira, Christine Holleran, Susan Inman, Bryan T. Perry, David Ragsdale, Marianne Gallezzo, Michael Camoscio, Vivian Varbedian, Christine Prendergast, and Justin Cusce.
8.4	Record	Educational Program Planning Update Jason Boone of Dore+Whittier Architect reviewed the Educational Program Planning Update that was brought forth from 10 hours over 3 meetings reviewing the Space Summaries for the PreK-K, PreK-3 and PreK-5 program that is part of the narrative for the Educational Programming Update. This will be a part of a dense document

Item #	Action	Discussion
		that will be submitted based on Dr. Brand and the working group's intent for the elementary programming. This document will be provided for the Committee to see as well as the Community as it gets formulated and the project progresses. Programming plans have been made available by Dore+Whittier Architects for the District to review and the Educational Programming framework for the Wildwood School will be provided in mid-March 2024 for approval by the School Committee and School Building Committee. Jason Boone advised that one of the District's Educational Visioning efforts there was a desire to explore additional programs through exploration of relocation of some programs and expansion of others. Some of those programs are in the Space Summary Templates being reviewed in the attached presentation.
8.5	Record	Educational Visioning Update Jason Boone reviewed the overarching Guiding Principles for Design and how they were used to formulate the placement of advised that there will be further discussion of the adjacencies, student services and programmatic needs within each design. Displayed were work product from the Educational Visioning Sessions relating to the PreK-5, PreK-3 and PreK-K where it was shown that each of the school spaces were split into upper and lower grade level groups separated by the shared services in the middle i.e. PreK-2 and 3-5 would be separated in PreK-5 and PreK-1 and 2-3 would be grouped in the PreK-3 scenarios. Each would be in developmental groupings and reducing the travel distances between the grade classes and their shared services like library, cafeteria, gymnasium, and administrative offices would be in the middle. The scenarios were not designed to be reflected as floor plans but to demonstrate adjacencies as the scenarios could be laid out over multiple floors and not just one floor as it would appear in the scenario. Depending on the topography and size of the site, these spaces can be organized as needed according to what is desired for the programmatic spaces. Those groups that are mandatory to be located at grade would be satisfied and planned for in the design programming. Glenn Brand advised that there is a correlation of the space needs and staffing within the program and these will be reviewed more closely as the Space Summary is reviewed in detail.
8.6	Record	Space Summary Review Jason Boone reviewed the Space Summaries in Excel format that are provided by the MSBA and their graphic formulation for each of the proposed building programs, PreK-K, PreK-3 and PreK-5. • These are organized by category and in the Space Summary for PreK-5 it is for 755 students plus the PreK population. ○ The largest overage is in the Special Education Services. Health and Physical Education have an exception as a 6,000 sf gymnasium is typical for this size of school, however it has been increased to be a 12,000 sf gymnasium so that it could also service the Community's needs for use as well. With the consolidation of 3 schools to 1, the loss of gymnasium space that would have been used for Community

Item #	Action	Discussion
		space rental may allow for the high school sized gymnasium space. Dennis Kelley advised that the Wildwood gymnasium was not used as a community rental, only the other 2 gymnasiums in the consolidated schools. High school size gym may be locally-funded as MSBA may not give credit due to consolidation of 3 schools. ▪ Full size gymnasium for elementary school vs. high school for nights and weekends support that requirement. ▪ 4,500 sf to 6,000 sf gymnasium would be possible for MSBA approval depending on the programming. If 6,000 sf, the 6,000 sf above would be on the taxpayers. If needed, it would be 9,000 sf or 12,000 sf and the 3,000 sf to 6,000 sf would be on the taxpayers. ○ Core Academic Space: Older students do not get more space due to their size and is actually the opposite. PreK-K have larger classrooms due to toilet rooms being incorporated into the classroom space and more room needed for working with manipulatives and play time. Younger students get larger classroom space than older students. ○ There is an overage in Administration and Guidance Space as MSBA accounts for those spaces in that category instead of in Special Education i.e. teacher wellness, staff room/lactation space, CARES. ○ Numbers represent what currently exists. PreK is pulled out without guidelines in project to get flagged. ○ Three (3) additional classrooms beyond the MSBA guidelines is what it takes for the entire population enrollment and divide by 6 to get same number resulting in the glove fit. Historically, the MSBA has not objected to it being broken out in this manner. It will be in fact changed for the future with the MSBA to make sure there is enough space to swing into on a bubble year where additional space could be needed and used by a specific grade level of classrooms. ○ Mental and social health needs are different for students in extended learning spaces. The students are using spaces outside of classrooms to get services. • Of the grade configuration scenarios, it was found the preference during Visioning was with the PreK-5 as it was the most efficient. PreK-3 had similar overages in spaces like administration and guidance as well. PreK-K for 130 students but project is not configured to be built for an early childhood project. • MSBA is advised of the project's need for Special Education spaces at every submission the Design Team (Dore+Whittier Architects) and the District makes to the MSBA namely, the first one will be next spring Preliminary Design Program (PDP), Preferred Schematic Report (PSR), Schematic Design (SD), Design Development (DD), etc. Historically, MSBA does not deny Special Educational needs of the community. Marianne Gallezzo

Item #	Action	Discussion
		advised that she agreed that the high school sized gymnasium of 12,000 sf will be needed and best suited for the size of this school and consolidation plan.
8.7	Record	Guiding Principal for Design Review • Design team will review and track these to the guide i.e. STEM program • Additional items i.e. Sustainability Working Group will be prioritizing opportunities and operational cost. • Site Amenity Criteria needed in the Guiding Principles for Design • CARES Program – proximity to entry area to accommodate their students • Maximizing the queuing link for parent vehicles for each site i.e. Glen Road • Oversight and sightlines – Zoning cafeterias and fully supervised by 1 adult and able to observe entire room with sight lines • Courtyards – usage 1 month at the beginning of the year and 1 month at the end of the year and not much in between with just DPW maintenance. • Community use of specific spaces • Lunch bunches in specific spaces for students • Administrative Offices – Logistics and Access to others in academic wing and close proximity to where the action is with students. • PreK and K with an expansive school and access for students Test Fits At our next meeting on January 10, 2024, the Planned Design Concept will be presented to a level of detail similarly by floor with site plans to coordinate with a round of feedback to get pieces in place before going to estimators at the end of January or beginning of February 2024. Test Fits are being performed to see what sized school footprints will fit best on the identified sites of North Intermediate, Woburn Street, Wildwood Early Childhood Center. SBC was asked about their appetite to see the options on the Town Hall site. • PreK-5 grade configuration fits on the North Intermediate site and the other sites continue to be further developed for conceptual design options to the School Building Committee in addition to the PreK-3 grade configuration and the PreK-K grade configuration. • North Intermediate School site has septic and gas access needs. • Woburn Street Site has a lot of ledge. Ultimately what school sites are no longer used there will be an understanding as building or open space. • Dore+Whittier Options Develop Concepts for All 3 Grade Configurations with at least 1 for each grade configuration. • Members of the SBC expressed concern about the Town Hall site as it is under Article 97, contains 4 ballfields, a park and a lot of open play and recreational space and playground space. Glen Rd has a lot of constraints with buses would be right going to the street, there is no gas, water or sewer on this site. Glen Rd is cut through traffic and cars and buses would be

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		congested. Propose revisiting discussion at January 10, 2024 SBC meeting if Town Hall site is viable for consideration.
8.8	Record	Schedule Update Updated Schedule dates for School Building Committee Meetings have been sent out for 2024 through December. More will be placed on the calendar for moving forward.
8.9	Record	SBC Public Relations Working Group Update SBC Co-Chair Vivian Varbedian with the Public Relations Working Group aka Communications Working Group for the School Building Committee and proposed an informational poster series be put together for the project that would be distributed to locations within the District for the community to access the QR code and learn about the project. Communications Working Group also requested a stipend of \$5,000 for marketing materials to be used for promoting the project and providing information to the Wilmington community with flyers and posters.
8.10	Record	Committee Questions None.
8.11	Record	Discussion/Correspondence/New Items None.
8.12	Record	Public Comments None.
8.13	Record	Next Meeting: January 10, 2023 from 6:00 PM to 9:00 PM <i>In Person at Wilmington High School Large Group Instruction Room</i>
8.14		Adjourn Motion to adjourn by Dr. Glenn Brand and seconded by Marianne Gallezzo. Voted upon and passed unanimously. Roll call present: Dr. Glenn Brand, Paul Ruggiero, Kate Bissell, Kevin Caira, Christine Holleran, Susan Inman, Bryan T. Perry, David Ragsdale, Marianne Gallezzo, Michael Camoscio, Vivian Varbedian, Christine Prendergast, and Justin Cusce.

Attachments: Warrant No. 6, Wilmington Wildwood ECC Powerpoint Slides.

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes.

RECEIVED
TOWN CLERK
2023 DEC -8 AM 11:06
TOWN OF WILMINGTON, MA

Agenda

Project: Wilmington Wildwood Early Childhood Center
Re: School Building Committee Meeting
Prepared by: Julie Leduc
Meeting Location: Wilmington High School Large Group Instruction

Project No.: 22127
Meeting Date: 12/13/2023
Meeting Time: 6:00 PM
Meeting No. 7

Distribution: School Building Committee (MF)

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices
 - Warrant No. 6
4. Educational Program Planning Update
5. Educational Visioning Update
6. Space Summary Review
7. Guiding Principles for Design Review
8. Next Steps
9. Schedule Update
10. SBC Public Relations Working Group Update
11. Discussion/Correspondence/New Items
12. Committee Questions
13. Public Comments
14. Next Meeting: Wednesday, January 10, 2024
15. Adjourn

The items listed are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items may in fact be discussed and other items not anticipated may also be brought up for discussion to the extent permitted by law.

1000 Massachusetts Avenue
Cambridge, MA 02138
617.547.5400

www.smma.com

Town of Wilmington, Wilmington Public Schools

Wildwood Early Childhood Center

Project Budget and Cost Summary

SMMA

December 9, 2023

A	C	D (Bud. Adj. Tab)	E (C+D)	F (Com. Cost tab)	G (E-F)	H (Forecast. tab, >G)	I (F+G+H)	J (Invoice Tab)	K (I-J)
Description	BUDGET			COST				CASH FLOW	
	PFA Approved Budget	Authorized Changes	Approved Budget	Committed Costs	Uncommitted Costs	Forecast Costs	Total Project Costs	Expenditures to Date	Balance To Spend
30 Architectural & Engineering									
Designer - Basic Services	\$800,000	-\$350,000	\$450,000	\$450,000	\$0	\$0	\$450,000	\$157,500	\$292,500
Designer - Supplemental Services	\$100,000	-\$35,000	\$65,000	\$18,920	\$46,080	\$0	\$65,000	\$7,700	\$57,300
Schematic Design		\$385,000	\$385,000	\$385,000	\$0	\$0	\$385,000	\$0	\$385,000
Subtotal	\$900,000	\$0	\$900,000	\$853,920	\$46,080	\$0	\$900,000	\$165,200	\$734,800
40 Administrative Costs									
OPM Feasibility Study	\$200,000	-\$35,000	\$165,000	\$150,000	\$15,000	\$0	\$165,000	\$52,500	\$112,500
OPM: Feasibility Cost Estimates		\$35,000	\$35,000	\$35,000	\$0	\$0	\$35,000	\$0	\$35,000
Other Project Costs 1	\$100,000	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000
Subtotal	\$300,000	\$0	\$300,000	\$185,000	\$115,000	\$0	\$300,000	\$52,500	\$247,500
50 Furniture, Fixtures and Equipment									
Furniture, Fixtures and Equipment		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Technology		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Sub-Total	\$1,200,000	\$0	\$1,200,000	\$1,038,920	\$161,080	\$0	\$1,200,000	\$217,700	\$982,300
70 Project Contingency									
Construction Contingency (Hard Cost) (4%)	\$0	\$0	\$0						\$0
Owner's Contingency (Soft Cost) (4%)		\$0	\$0						\$0
Subtotal	\$0	\$0	\$0						\$0
Project Total	\$1,200,000	\$0	\$1,200,000	\$1,038,920	\$161,080	\$0	\$1,200,000	\$217,700	\$982,300
Construction Cost Estimates	Date	Amount	Gross Square Feet	Cost Per SF		Budget Revisions Summary		Date	Amount
Feasibility Study- Schematic - PFA				#DIV/0!					
Design Development				#DIV/0!					
Construction Documents (60%)				#DIV/0!					
Construction Documents (90%)				#DIV/0!					
Finalized GMP Contract				#DIV/0!					

Warrant No. 6

Project: Wildwood Early Childhood Center Project No.: 22127
Wilmington, Massachusetts
Prepared by: Julie Leduc and Sarah Traniello Date: 12/13/2023

The School Building Committee for the Wilmington Early Childhood Center hereby authorizes the payment for the obligations incurred for the value received in services and for materials shown below:

Vendor	Invoice No.	Invoice Date	Invoice Amount	ProPay Code	Balance After Invoice
SMMA <i>OPM Basic Services – Feasibility Study</i>	60348	12/01/2023	\$ 7,500.00	0001-0000	\$ 90,500.00
Dore+Whittier Architects <i>Design Basic Services – Feasibility Study</i>	00006	11/30/2023	\$ 31,500.00	0002-0000	\$ 261,000.00
Dore+Whittier Architects <i>Hazardous Materials Consultancy</i>	00006 AM1	11/30/2023	\$ 7,920.00	0003-0000	\$ 0.00
Total			\$ 46,920.00		

Approved on _____

[https://smma365.sharepoint.com/sites/22127/22127_projectdocs/a administration/a3 financial, accounting/a3-02 warrant and articles/warrant no. 6/warrant no. 6.docx](https://smma365.sharepoint.com/sites/22127/22127_projectdocs/a%20administration/a3%20financial,%20accounting/a3-02%20warrant%20and%20articles/warrant%20no.%206/warrant%20no.%206.docx)



DORE + WHITTIER
Dore & Whittier Architects, Inc.
212 Battery Street
Burlington, VT 05401

Wilmington Public Schools
161 Church Street
Wilmington, MA 01887

Invoice number 00006
Date 11/30/2023

Project 23-0847 Wilmington Wildwood Early
Childhood Center

For Date Range: November 1 to November 30, 2023

Description	Contract Amount	Percent Complete	Prior Billed	Current Billed	Remaining
BASIC SERVICES					
Feasibility Study	450,000.00	42.00	157,500.00	31,500.00	261,000.00
Schematic Design	385,000.00	0.00	0.00	0.00	385,000.00
Subtotal	835,000.00	22.63	157,500.00	31,500.00	646,000.00
ADDITIONAL SERVICES					
HazMat Services Feasibility Study - ASR-1	7,920.00	100.00	0.00	7,920.00	0.00
Student Assignment and Facility Planning Services - ASR-2	11,000.00	70.00	7,700.00	0.00	3,300.00
Subtotal	18,920.00	82.56	7,700.00	7,920.00	3,300.00
Total	853,920.00	23.96	165,200.00	39,420.00	649,300.00

Invoice total 39,420.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
00006	11/30/2023	39,420.00	39,420.00				
	Total	39,420.00	39,420.00	0.00	0.00	0.00	0.00

INVOICE #10814

November 5, 2023

Account Payable
Dore & Whittier Architects
212 Battery Street
Burlington, VT 05401

Reference: Hazardous Materials Inspection Services
Wilmington Schools

Professional Services:

Lump Sum Fee of

ASR-1

\$	7,200.00
+10%	\$ 720.00
Total	\$7920.00



Wilmington Public Schools
121 Glen Rd
Wilmington, MA 01887

December 1, 2023
Project No: 22127.00
Invoice No: 0060348

Project 22127.00 Wilmington Wildwood ECC
Reimbursable Consultant (Cost Estimate) NTE \$35,000

Professional Services from October 28, 2023 to November 24, 2023

Fee

Total Fee	150,000.00			
Percent Complete	40.00	Total Earned	60,000.00	
		Previous Fee Billing	52,500.00	
		Current Fee Billing	7,500.00	
		Total Fee		7,500.00
		Total this Invoice		\$7,500.00

Outstanding Invoices

Number	Date	Balance
0059902	9/6/2023	7,500.00
0060049	10/12/2023	7,500.00
0060227	11/9/2023	7,500.00
Total		22,500.00

Billings to Date

	Current	Prior	Total
Fee	7,500.00	52,500.00	60,000.00
Totals	7,500.00	52,500.00	60,000.00

Authorized By: Julie Leduc

Wilmington Elementary School Building Project

Guiding Principles for Design – DRAFT, updated 12/7/23

- Education methodologies will change over the life span of the building. The project should be designed flexibly enough to allow the educational method to evolve without significant changes to the building, itself.
- Zone the building into Public and Private spaces
- Organize building into PreK to 2nd grade and 3rd grade to 5th grade with shared core spaces in between
- Organize building into grade level learning communities, but in such a way that limits isolation of any one grade level and allows grade level learning communities to expand in bubble years
- Reduce travel distances between classrooms and shared core space to the greatest extent possible
- Position Pre-Kindergarten and Kindergarten on the ground level
- Separation of site circulation – cars, buses, pedestrians – to the greatest extent possible
- Create a dedicated PreK entry
- Appropriate faculty, staff, and visitor parking
- Integrate special education spaces throughout the facility
- Position stage between Gymnasium and Cafeteria to maximize the flexibility to create performance/event experiences
- Position some of the administration offices within classroom groupings
- Remainder of administrative spaces adjacent to the main entry of the building
- Provide a wide variety of instructional spaces including traditional classrooms, small group rooms, and extended learning spaces (XLAs) with strong visual and physical connections between these experiences to facilitate a wide variety of instructional practices, varying group sizes, and opportunities for inclusionary practices for student support services.
- Provide lower grades with access calming areas with sensory options; upper grades access XLAs/outside classroom areas
- Create teacher collaboration spaces capable of supporting day to day planning activities, diagnostic student data meetings, and professional development experiences
- Create an environment that positions office and service-delivery spaces for student support services near and distributed amongst grade level classrooms
- Position grade-level specific playgrounds adjacent to grade-level classroom areas
- Provide all instructional spaces, offices, and extended learning spaces with direct access to natural daylight and exterior views to the greatest extent possible
- Provide a small group room between every pair of grade level classrooms to support general classroom instructional activities and as a place for student support services when appropriate.
- Create an environment where PreK students can dine in close proximity to their classrooms
- Zone the cafeteria in such a way to create a variety of dining experiences and smaller zones to reduce student anxiety
- Create a new Science, Technology, Engineering, and Mathematics program and support it with purpose-built and dedicated instructional space.
- Prioritize durability and ease of maintenance for materials and systems over lowest first cost.
- Position custodial closets with consideration for operational practicalities of daily cleaning activities.
- Position general receiving close to the kitchen, gymnasium, and with the ability to move materials, equipment, and supplies throughout the project.

Memorandum

To: Wilmington Wildwood School Building Committee
From: Julie Leduc
Project: Wilmington Wildwood Early Childhood Center Feasibility Study
Re: 2024/2025 School Building Committee Meetings Schedule
Distribution: (MF)

Date: 11/7/2023
Project No.: 22127

The following dates have either been scheduled or will be scheduled in the future for School Building Committee Meetings for the Wildwood Early Childhood Center Feasibility Study Project. Please review the list and confirm your availability to attend meetings on these dates in 2024 and 2025. At this time, these meetings are roughly 1 month apart and if additional meetings are needed between them, they will be scheduled as needed.

These Wildwood School Building Committee Meetings have already been scheduled in your calendars.

- Wednesday, December 13, 2023
- Wednesday, January 10, 2024
- Wednesday, February 7, 2024
- Wednesday, March 6, 2024
- Wednesday, April 3, 2024
- Wednesday, May 1, 2024

These are the remaining meetings for 2024 that need to be scheduled for the Wildwood School Building Committee.

- Wednesday, May 29, 2024
- Wednesday, June 26, 2024
- Wednesday, July 24, 2024
- Wednesday, August 21, 2024
- Wednesday, September 18, 2024
- Wednesday, October 16, 2024
- Wednesday, November 13, 2024
- Wednesday, December 11, 2024

These are the Wildwood School Building Committee Meetings to be scheduled for 2025.

- Wednesday, January 8, 2025
- Wednesday, February 5, 2025
- Wednesday, March 5, 2025
- Wednesday, April 2, 2025
- Wednesday, April 30, 2025
- Wednesday, May 28, 2025
- Wednesday, June 25, 2025
- Wednesday, July 23, 2025
- Wednesday, August 20, 2025
- Wednesday, September 17, 2025
- Wednesday, October 15, 2025
- Wednesday, November 12, 2025
- Wednesday, December 10, 2025



WILMINGTON PUBLIC SCHOOLS

Wildwood Early Childhood Center Project

School Building
Committee
Meeting #5

December 13, 2023



SMMA

dw
DORE | WHITTIER

Massachusetts School Building Authority



Agenda

- Call to Order
- Approval of Minutes
- Approval of Invoices
- Educational Program Planning Update
- Educational Visioning Update
- Space Summary Review
- Guiding Principles for Design Review
- Next Steps
- Schedule Update
- SBC Public Relations Working Group Update
- Discussion/Correspondence/New Items
- Committee Questions
- Public Comments
- Next Meeting: Wed. January 10th
- Adjourn

Educational Program Planning Update



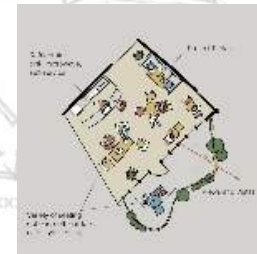
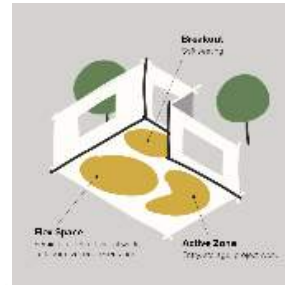
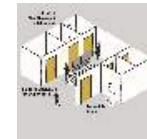
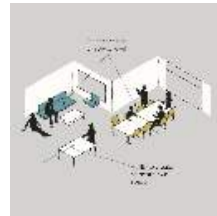
Educational Visioning Update



Overarching Guiding Principles For Design

VISION STATEMENT (SAMPLE): We envision a project unique to Scituate that gives students, professionals, and our community agency as partners; one that is flexible, durable, welcoming, and safe; and one that enables a culture of collaboration and excellence.

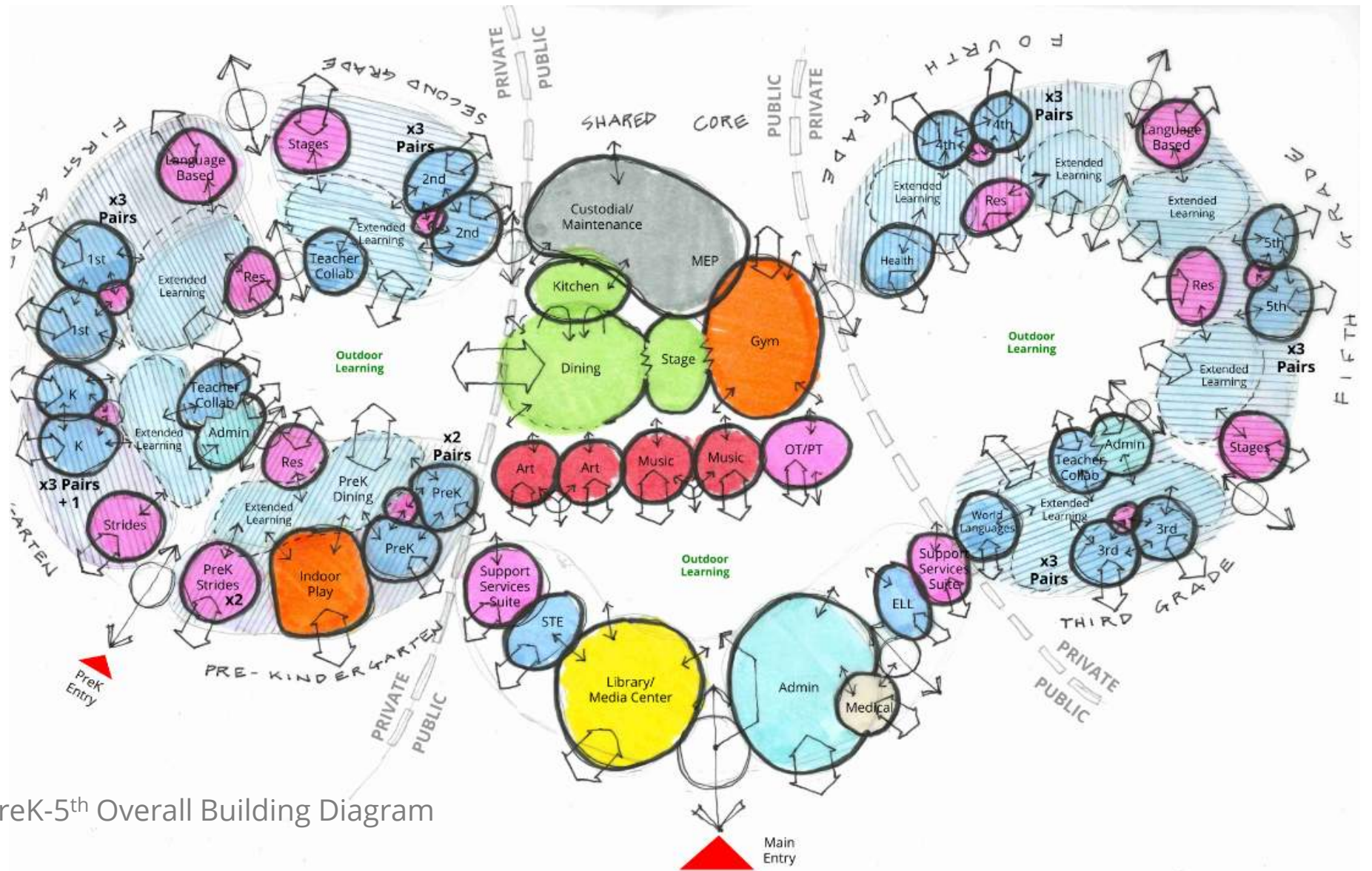
- Zone the Building into Public and Private spaces
- Separation of site circulation – cars / buses / pedestrians
- Appropriate faculty, staff, and visitor parking
- Appropriate interior spaces for PE, Health, Adaptive PE, Music, Art, and Special Education
- Provide utilities and infrastructure to anticipate changing technology, student need, and equipment
- Integrate special education spaces throughout the facility, provide pull-out spaces directly adjacent to general education classrooms
- Provide acoustically separate but visually connected dining experiences in the cafeteria
- Provide separate teacher work rooms and staff dining spaces
- Flexibility of event spaces (gym, stage, cafeteria)
- Library/Media Center as the core hub and connective element of the school; divided into multiple activity areas
- Provide dedicated OT and Adaptive PE spaces
- Provide flexibility at a wide variety of scales
- Design elements to provide for safety and security of building
- Provide 4 sections per grade + 5 sections of PreK



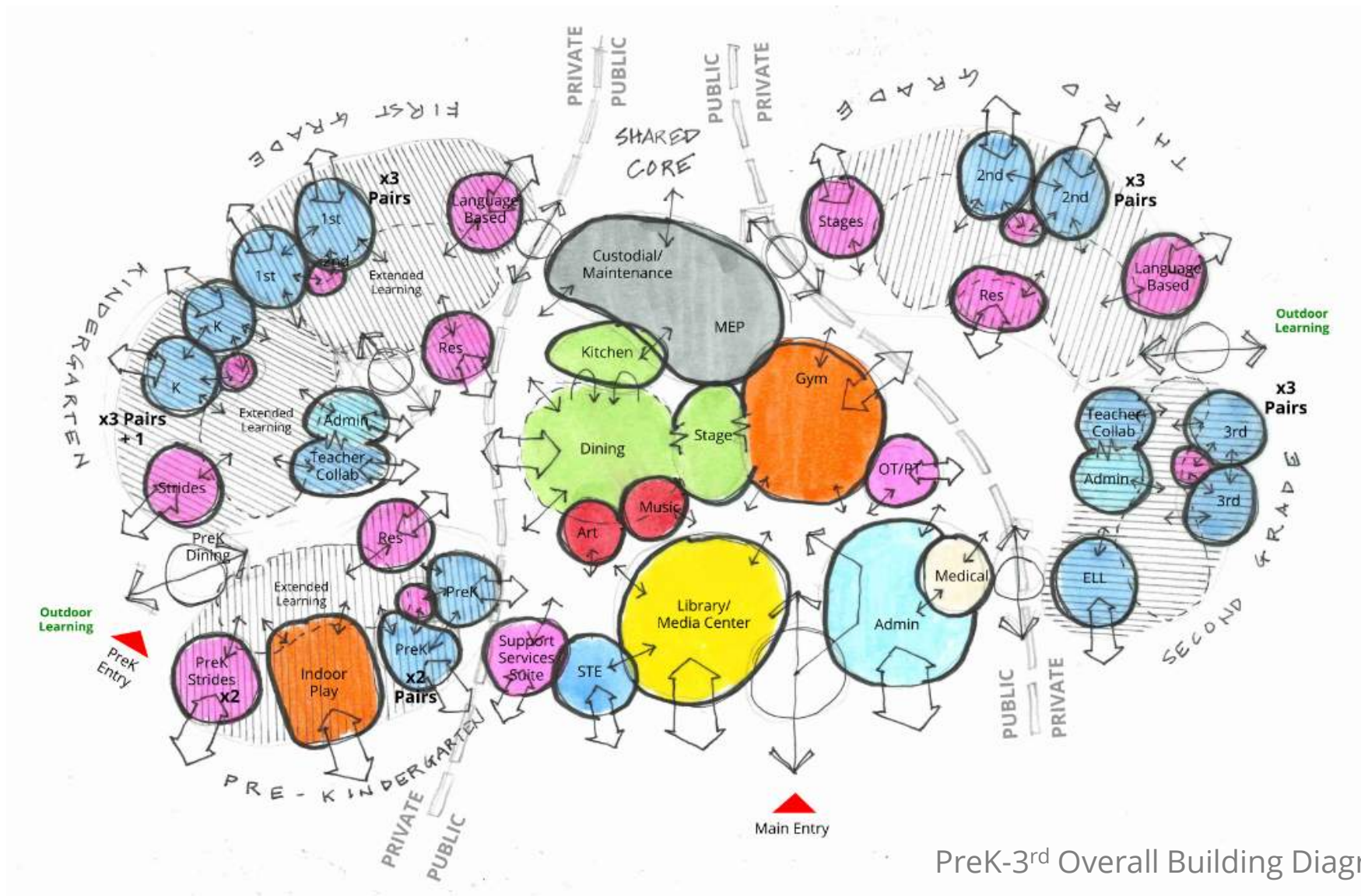
Sample: East Gloucester / Vets Elementary School

Sample Wilmington Work Product: PreK-3rd Overall Building Diagram

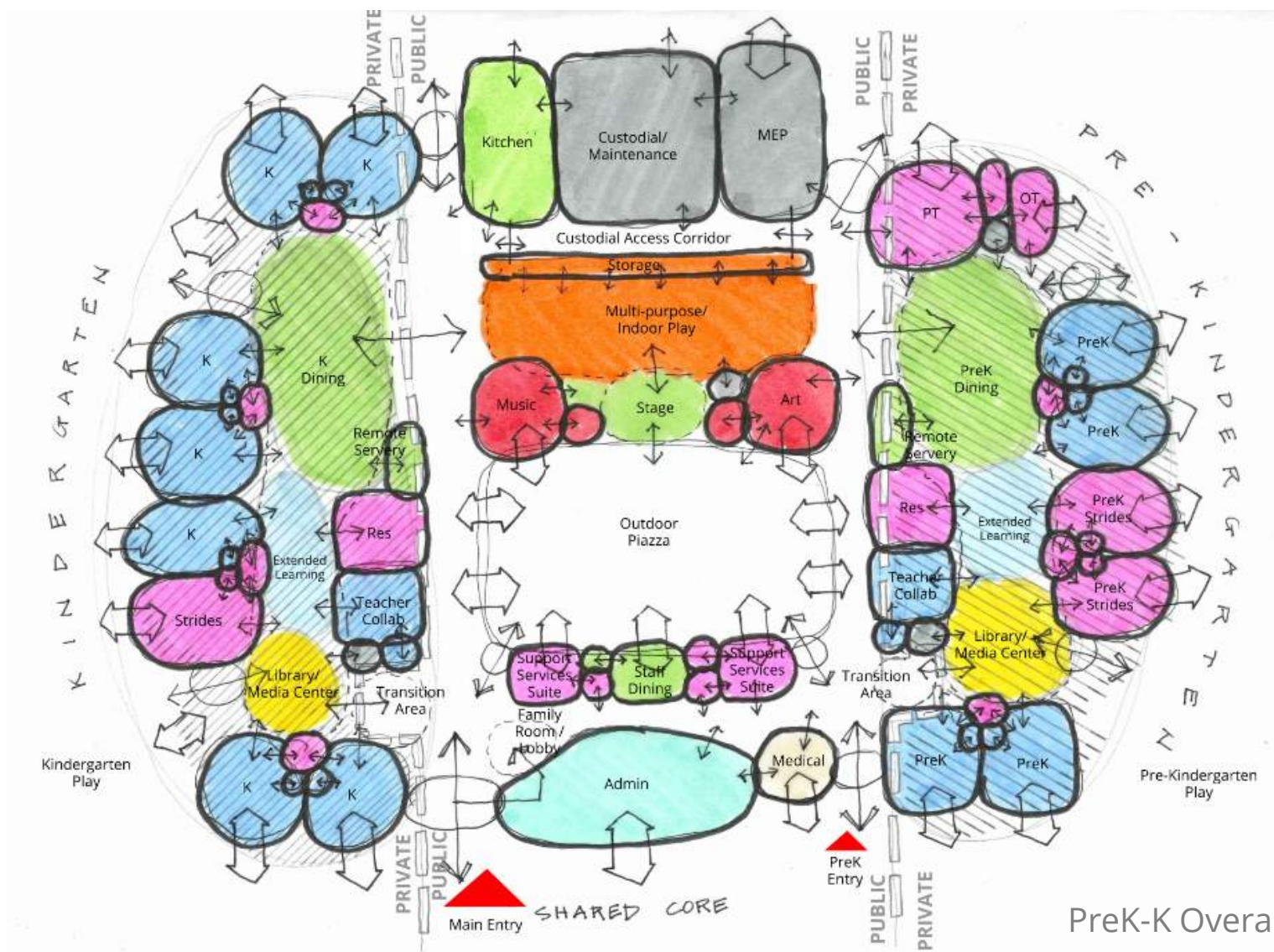




PreK-5th Overall Building Diagram



PreK-3rd Overall Building Diagram



PreK-K Overall Building Diagram

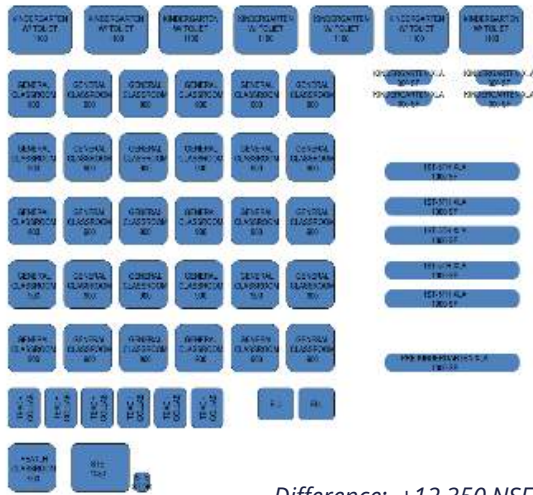
Space Summary Review



PreK – 5th (755 Students + PreK)

Total Building Gross Square Footage: **167,855**

Core Academic Proposed MSBA 47,600
35,250



Difference: +12,350 NSF

Art & Music Proposed MSBA 5,075
5,075



Difference: +0 NSF

Dining & Food Service Proposed MSBA 9,458
9,458



Difference: +0 NSF

Health & PE Proposed MSBA 12,300
6,300



Difference: +6,000 NSF

Admin & Guidance Proposed MSBA 5,308
2,890



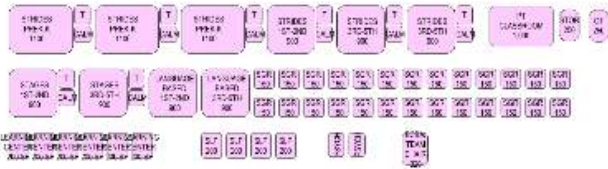
Difference: +2,418 NSF

Nurse Proposed MSBA 710
710



Difference: +0 NSF

Special Education Proposed MSBA 19,260
9,060



Difference: +10,200 NSF

Media Center Proposed MSBA 4,068
4,068



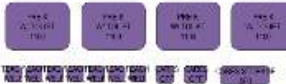
Difference: +0 NSF

Custodial / Main. Proposed MSBA 2,355
2,355



Difference: +0 NSF

Other Proposed MSBA 5,770
0



Difference: +5,770 NSF

Total MSBA Guidelines:

109,475 GSF*

Difference:

+58,380 GSF*

Variations From MSBA Guidelines: PreK-5th

	Existing	PDP Proposed	MSBA Guidelines	Difference
Core Academic	37,004	47,600	35,250	+12,350
Special Education	10,449	19,260	9,060	+10,200
Art & Music	6,315	5,075	5,075	+0
Health & PE	9,772	12,300	6,300	+6,000
Media Center	2,265	4,068	4,068	+0
Dining & Food Service	13,620	9,458	9,458	+0
Medical	603	710	710	+0
Admin & Guidance	6,433	5,308	5,308	+2,418
Custodial & Main	2,654	2,355	2,355	+0
Other	1,857	5,770	0	+5,770
Total NSF	90,972	111,904	75,165	+36,738
Total GSF	138,614	167,855	109,475*	+58,380*

Core Academic Total Deviation = +12,350

- 3 Additional Classrooms, Same Sections per Grade
- STE Classroom & Storage = +1,200
- Teacher Collaboration Spaces = +2,700
- ELL Classrooms = +450
- Health Classroom = +900
- Extended Learning Areas = +7,200

Special Education Total deviation = +10,200

- Wilmington-specific programs
- SGRs, OT/PT, Service Provider Spaces

Health & PE = +6,000

- High School Gymnasium (community use)

Admin & Guidance Total deviation = +2,418

- Support Service Provider Spaces

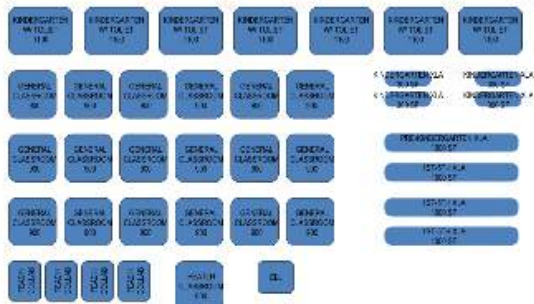
"Other" - Total deviation = +5,770

- (4) Pre-K Classrooms
- Dedicated Cares Program Offices & Storage

* As a result of MSBA net-to-gross multiplier at 1.46.

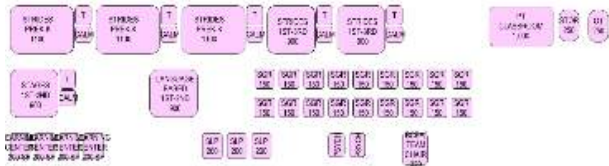
PreK – 3rd (510 Students + PreK)

Core Academic
Proposed MSBA 32,475
24,550



Difference: +7,925 NSF

Special Education
Proposed MSBA 14,440
6,040



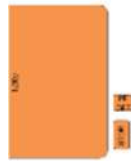
Difference: +8,400 NSF

Art & Music
Proposed MSBA 2,575
2,575



Difference: +0 NSF

Health & PE
Proposed MSBA 6,300
6,300



Difference: +0 NSF

Media Center
Proposed MSBA 2,965
2,965



Difference: +0 NSF

Dining & Food Service
Proposed MSBA 7,232
7,232



Difference: +0 NSF

Admin & Guidance
Proposed MSBA 4,085
2,375



Difference: +1,710 NSF

Nurse
Proposed MSBA 610
610



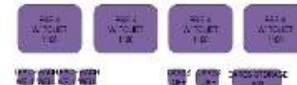
Difference: +0 NSF

Custodial / Main.
Proposed MSBA 2,110
2,110



Difference: +0 NSF

Other
Proposed MSBA 5,820
0



Difference: +5,820 NSF

Total Building Gross Square Footage: 117,318

Total MSBA Guidelines:

79,305 NSF*

Difference:

+38,013 NSF*

Variations From MSBA Guidelines: PreK-3rd

	Existing	PDP Proposed	MSBA Guidelines	Difference
Core Academic	26,014	32,475	24,550	+7,925
Special Education	6,827	14,440	6,040	+8,400
Art & Music	2,520	2,575	2,575	+0
Health & PE	4,707	6,300	6,300	+0
Media Center	1,248	2,965	2,965	+0
Dining & Food Service	7,347	7,232	7,232	+0
Medical	425	610	610	+0
Admin & Guidance	3,614	4,085	2,375	+1,710
Custodial & Main	1,281	2,110	2,110	+0
Other	1,857	5,420	0	+5,420
Total NSF	55,840	78,212	54,757	+23,455
Total GSF	83,073	117,318	79,305*	+38,013*

Core Academic Total Deviation = +7,925

- 1 Additional Classrooms, Same Sections per Grade
- Teacher Collaboration Spaces = +2,000
- ELL Classrooms = +475
- Health Classroom = +900
- Extended Learning Areas = +5,200

Special Education Total deviation = +8,400

- Wilmington-specific programs
- SGRs, OT/PT, Service Provider Spaces

Admin & Guidance Total deviation = +1,710

- Support Service Provider Spaces

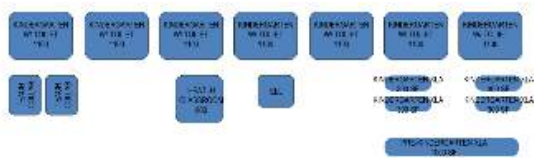
"Other" - Total deviation = +5,420

- (4) Pre-K Classrooms
- Dedicated Cares Program Offices & Storage

* As a result of MSBA net-to-gross multiplier at 1.45.

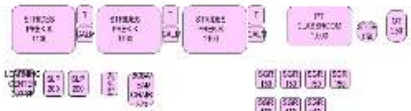
PreK – K (130 Students + PreK)

Core Academic Proposed MSBA 12,175
8,400



Difference: +3,775 NSF

Special Education Proposed MSBA 7,480
2,010



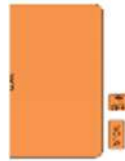
Difference: +5,470 NSF

Art & Music Proposed MSBA 2,575
75



Difference: +2,500 NSF

Health & PE Proposed MSBA 5,620
6,300



Difference: -680 NSF

Media Center Proposed MSBA 2,020
2,020



Difference: +0 NSF

Total Building Gross Square Footage: 66,810

Dining & Food Service Proposed MSBA 5,250
3,975



Difference: +1,275 NSF

Admin & Guidance Proposed MSBA 2,290
1,865



Difference: +425 NSF

Nurse Proposed MSBA 510
410



Difference: +100 NSF

Custodial / Main. Proposed MSBA 1,900
1,900



Difference: +0 NSF

Other Proposed MSBA 4,720
0



Difference: +4,720 NSF

Total MSBA Guidelines:

23,400 NSF*

Difference:

+43,410 NSF*

Variations From MSBA Guidelines: PreK-K

	Existing	PDP Proposed	MSBA Guidelines	Difference
Core Academic	6,182	12,175	8,400	+3,775
Special Education	3,769	7,480	2,010	+5,470
Art & Music	660	2,575	75	+2,500
Health & PE	779	5,620	6,300	-680
Media Center	0	2,020	2,020	+0
Dining & Food Service	3,476	5,250	3,975	+1,275
Medical	187	510	410	+100
Admin & Guidance	1,876	2,290	1,865	+425
Custodial & Main	215	1,900	1,900	+0
Other	1,742	4,720	0	+4,720
Total NSF	18,886	44,540	26,955	+17,585
Total GSF	29,302	66,810	23,400*	+43,410*

Core Academic Total Deviation = +3,775

- Teacher Collaboration Spaces = +900
- ELL Classrooms = +475
- Health Classroom = +900
- Extended Learning Areas = +2,200

Special Education Total deviation = +5,470

- Wilmington-specific programs
- SGRs, OT/PT, Service Provider Spaces

Art & Music = +2,500

- MSBA guidelines assume zero Art & Music

Health & PE = -680

- Less than full sized gym

Dining & Food Service = +1,275

- MSBA assumes two seatings not one

Admin & Guidance Total deviation = +425

- Support Service Provider Spaces

"Other" - Total deviation = +4,720

- (4) Pre-K Classrooms
- Dedicated Cares Program Office

* As a result of MSBA net-to-gross multiplier at 0.87.

Space Summary Comparisons (GSF)

	Existing	PDP Proposed	MSBA Guidelines	Proposed GSF/ STUDENT
PreK-K Wildwood Only	29,302	66,810	23,400*	290
PreK-3rd Wildwood + Woburn	83,073	117,318	79,305*	192
PreK-5th Wildwood + Woburn + North	138,614	167,855	109,475*	196

* As a result of MSBA net-to-gross multiplier other than 1.50.

Guiding Principles for Design Review



Wilmington Elementary School Building Project

Guiding Principles for Design – DRAFT,

updated 12/7/23

- Education methodologies will change over the life span of the building. The project should be designed flexibly enough to allow the educational method to evolve without significant changes to the building, itself.
- Zone the building into Public and Private spaces
- Organize building into PreK to 2nd grade and 3rd grade to 5th grade with shared core spaces in between
- Organize building into grade level learning communities, but in such a way that limits isolation of any one grade level and allows grade level learning communities to expand in bubble years
- Reduce travel distances between classrooms and shared core space to the greatest extent possible
- Position Pre-Kindergarten and Kindergarten on the ground level
- Separation of site circulation – cars, buses, pedestrians – to the greatest extent possible
- Create a dedicated PreK entry
- Appropriate faculty, staff, and visitor parking
- Integrate special education spaces throughout the facility
- Position stage between Gymnasium and Cafeteria to maximize the flexibility to create performance/event experiences
- Position some of the administration offices within classroom groupings
- Remainder of administrative spaces adjacent to the main entry of the building
- Provide a wide variety of instructional spaces including traditional classrooms, small group rooms, and extended learning spaces (XLAs) with strong visual and physical connections between these experiences to facilitate a wide variety of instructional practices, varying group sizes, and opportunities for inclusionary practices for student support services.
- Provide lower grades with access to calming areas with sensory options; upper grades access XLAs/outside classroom areas
- Create teacher collaboration spaces capable of supporting day to day planning activities, diagnostic student data meetings, and professional development experiences

Wilmington Elementary School Building Project

Guiding Principles for Design – DRAFT,

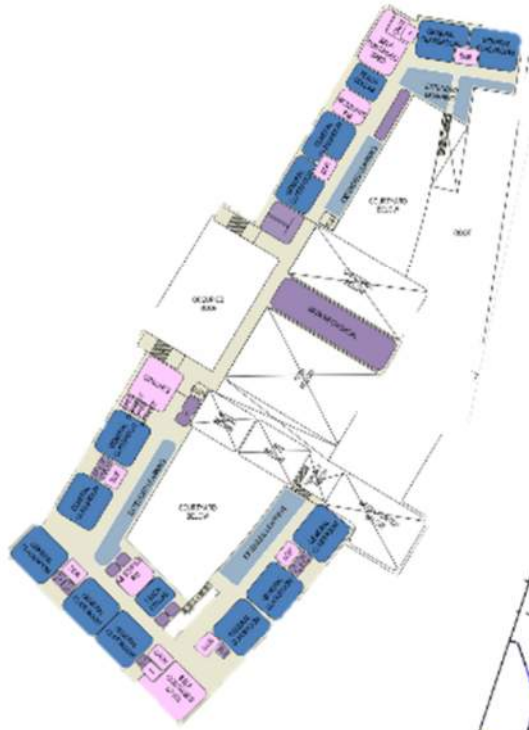
updated 12/7/23

- Create an environment that positions office and service-delivery spaces for student support services near and distributed amongst grade level classrooms
- Position grade-level specific playgrounds adjacent to grade-level classroom areas
- Provide all instructional spaces, offices, and extended learning spaces with direct access to natural daylight and exterior views to the greatest extent possible
- Provide a small group room between every pair of grade level classrooms to support general classroom instructional activities and as a place for student support services when appropriate.
- Create an environment where PreK students can dine in close proximity to their classrooms
- Zone the cafeteria in such a way to create a variety of dining experiences and smaller zones to reduce student anxiety
- Create a new Science, Technology, Engineering, and Mathematics program and support it with purpose-built and dedicated instructional space.
- Prioritize durability and ease of maintenance for materials and systems over lowest first cost.
- Position custodial closets with consideration for operational practicalities of daily cleaning activities.
- Position general receiving close to the kitchen, gymnasium, and with the ability to move materials, equipment, and supplies throughout the project.

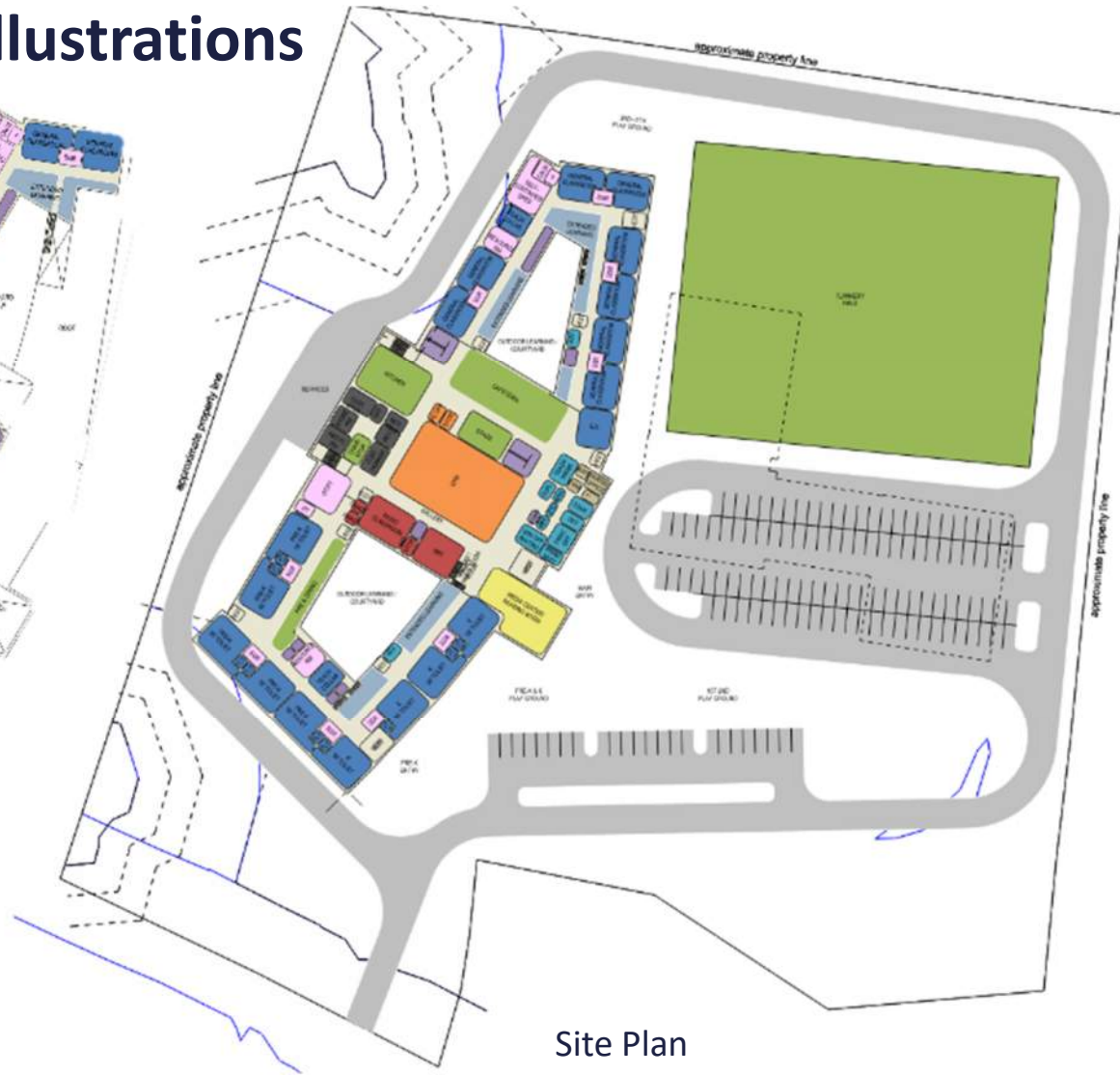
Next Steps



Sample PDP Illustrations



Second Floor



Site Plan

PROGRAMMING LEGEND

- CORE ACADEMIC
- SPECIAL EDUCATION
- ART & MUSIC
- VOCATIONS & TECHNOLOGY
- HEALTH & PHYSICAL EDUCATION
- MEDIA CENTER
- DINING & FOOD SERVICE
- MEDICAL
- ADMINISTRATION & GUIDANCE
- CUSTODIAL & MAINTENANCE

Matrix of Options to Consider / Under Development

Potential Site Location	PreK-K	PreK-3 rd	PreK-5th
Wildwood ECC	• Repair • Add/Reno • New	• Add/Reno • New	• Add/Reno • New
Woburn Street ES	X	• Repair • Add/Reno • New	• Add/Reno • New
North Intermediate	X	X	• Repair • Add/Reno • New
Town Hall?	• New?	• New?	• New?

**Thank
You**