



WILMINGTON PUBLIC SCHOOLS

Wildwood Early Childhood Center Project

School Building
Committee
Meeting #2

August 16, 2023



SMMA **dw**
DORE | WHITTIER

Massachusetts School Building Authority



Agenda

SBC Co-chair Discussion

Schedule

Workplan

Educational
Visioning

Communication
Protocol

Next Steps



SBC
Co-Chair
Discussion



Schedule

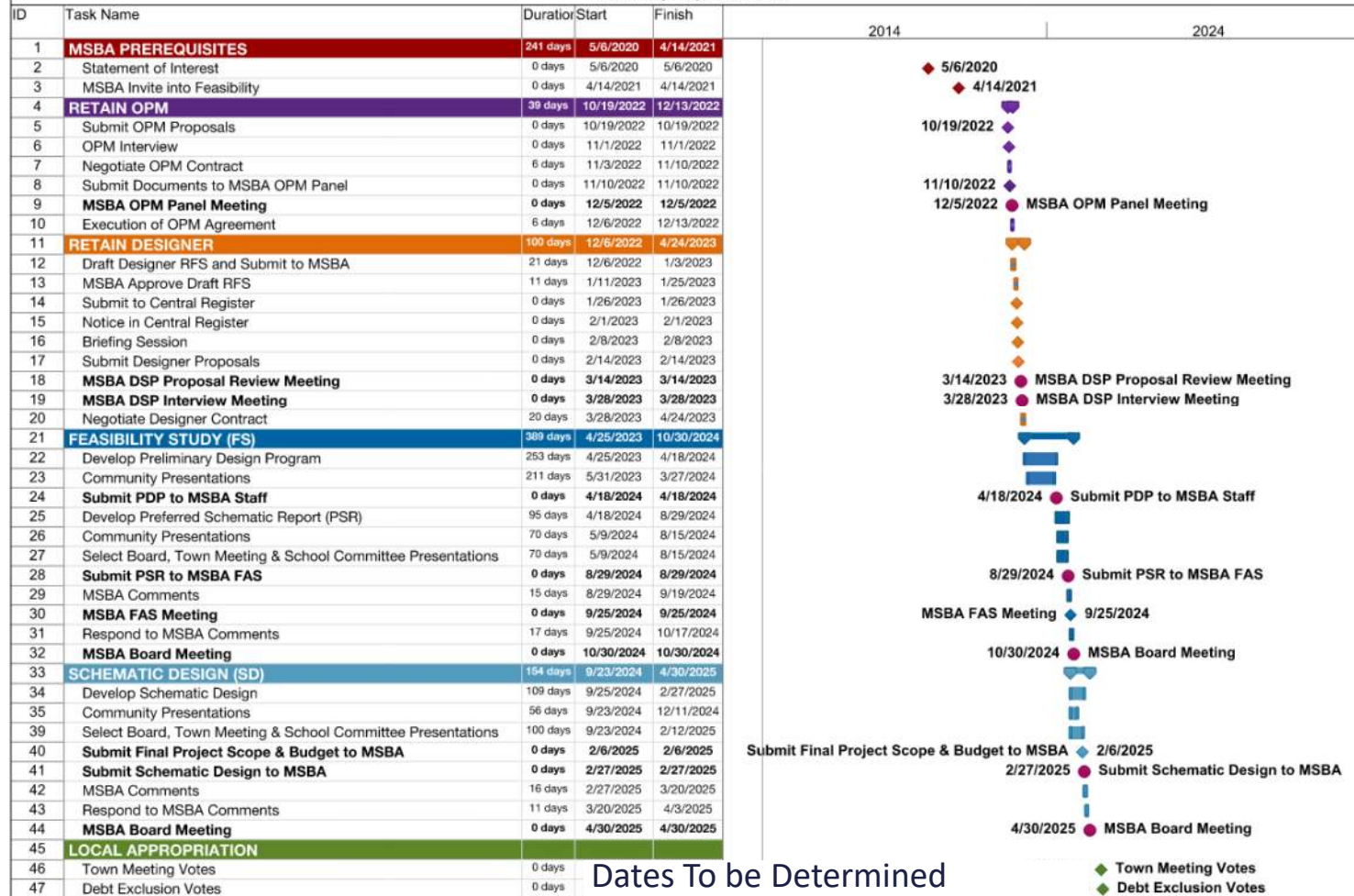


November 4, 2022
Update: August 11, 2023

Town of Wilmington
Wildwood Early Childhood Center
Feasibility Study
Preliminary Project Schedule

PROJECT MANAGEMENT

SMMA

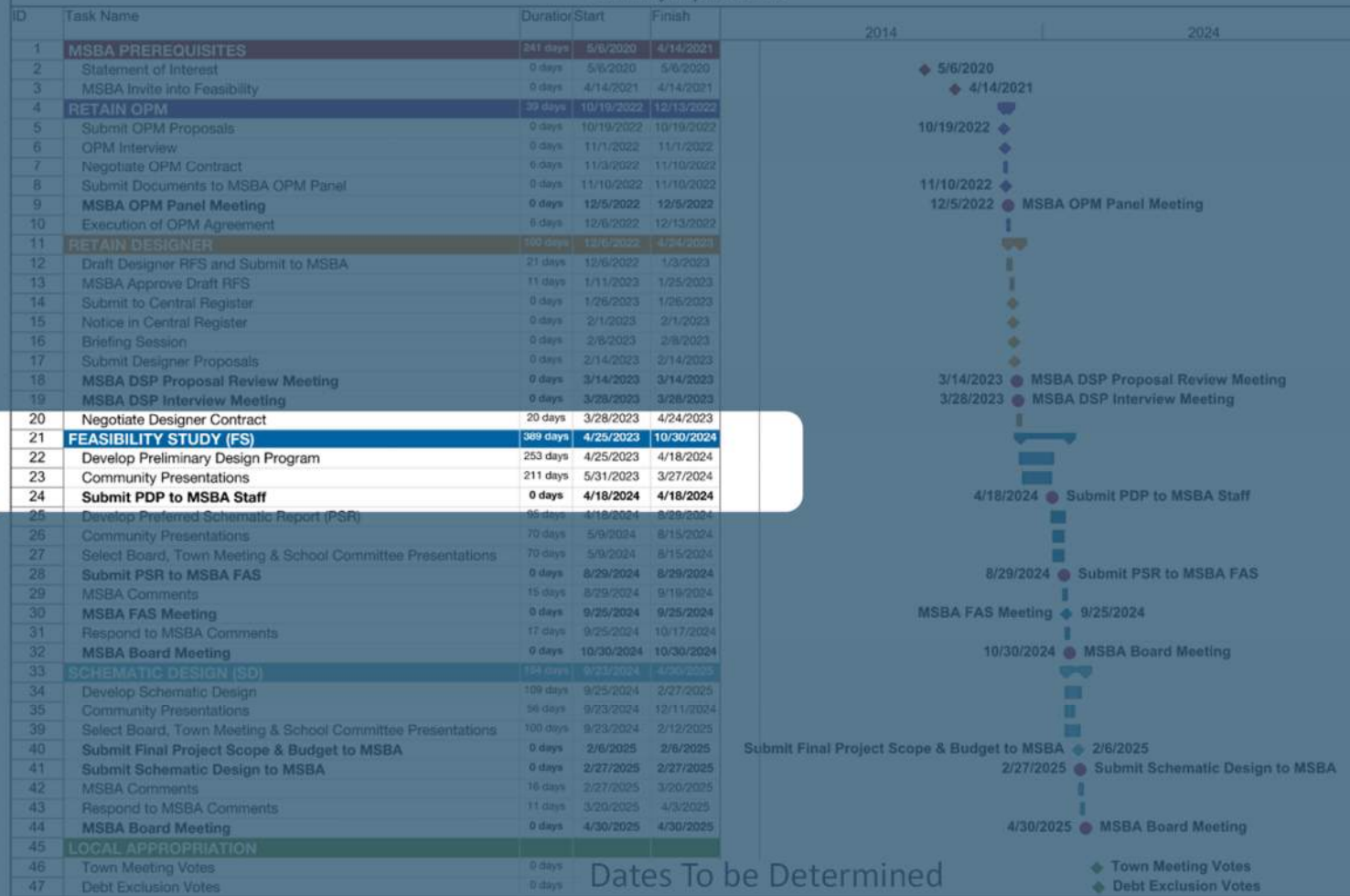


November 4, 2022
Update: August 11, 2023

Town of Wilmington
Wildwood Early Childhood Center
Feasibility Study
Preliminary Project Schedule

PROJECT MANAGEMENT

SMMA

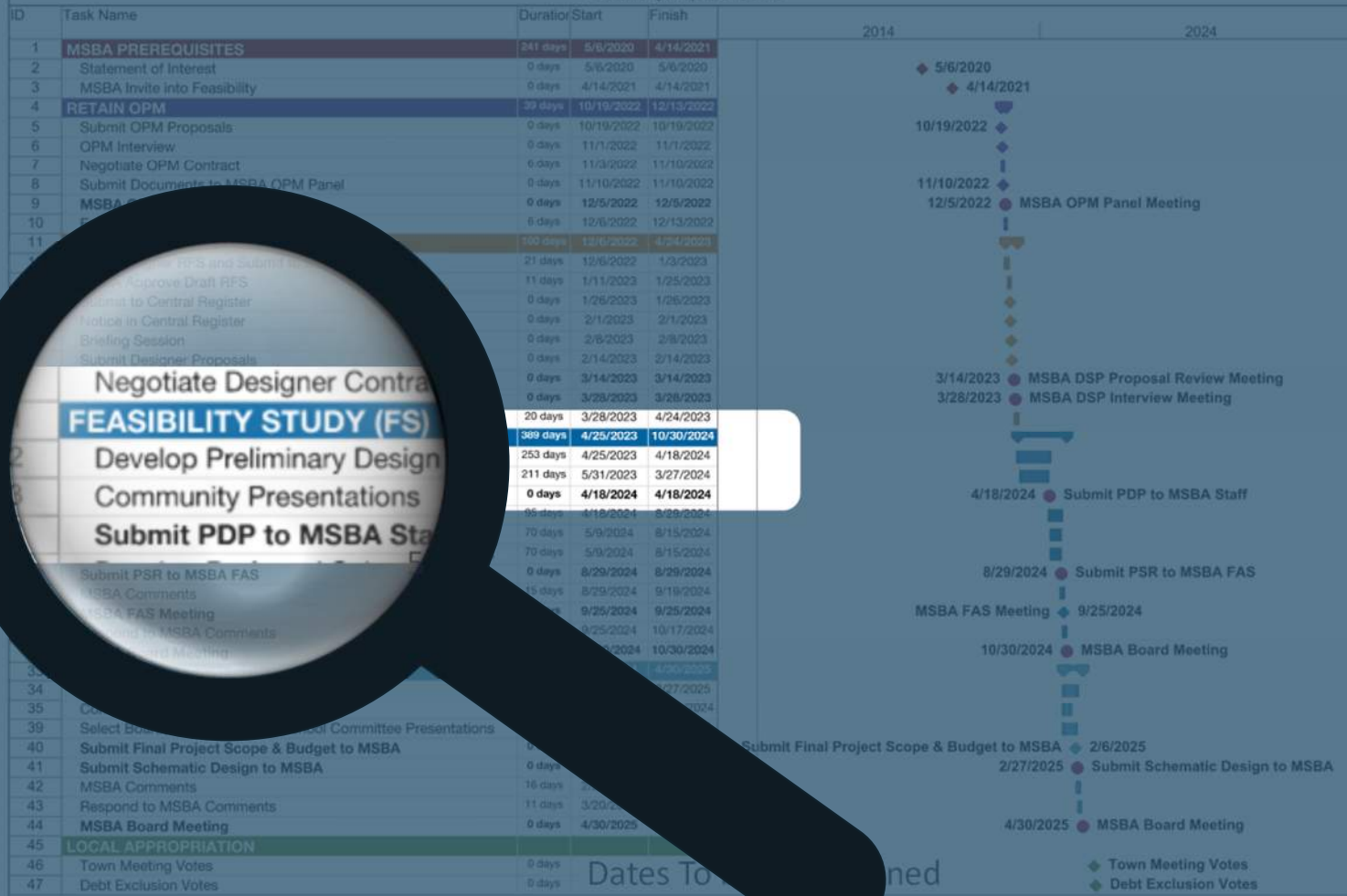


November 4, 2022
Update: August 11, 2023

Town of Wilmington
Wildwood Early Childhood Center
Feasibility Study
Preliminary Project Schedule

PROJECT MANAGEMENT

SMMA



7	Negotiate OPM Contract	6 days	11/3/2022	11/10/2022
8	Submit Documents to MSBA OPM Panel	0 days	11/10/2022	11/10/2022
9	MSBA OPM Panel Meeting	0 days	12/5/2022	12/5/2022
10	Execution of OPM Agreement	6 days	12/6/2022	12/13/2022
11	RETAIN DESIGNER	100 days	12/6/2022	4/24/2023
12	Draft Designer RFS and Submit to MSBA	21 days	12/6/2022	1/3/2023
13	MSBA Approve Draft RFS	11 days	1/11/2023	1/25/2023
14	Submit to Central Register	0 days	1/26/2023	1/26/2023
15	Notice in Central Register	0 days	2/1/2023	2/1/2023
16	Briefing Session	0 days	2/8/2023	2/8/2023
17	Submit Designer Proposals	0 days	2/14/2023	2/14/2023
18	MSBA DSP Proposal Review Meeting	0 days	3/14/2023	3/14/2023
19	MSBA DSP Interview Meeting	0 days	3/28/2023	3/28/2023
20	Negotiate Designer Contract	20 days	3/28/2023	4/24/2023
21	FEASIBILITY STUDY (FS)	389 days	4/25/2023	10/30/2024
22	Develop Preliminary Design Program	253 days	4/25/2023	4/18/2024
23	Community Presentations	211 days	5/31/2023	3/27/2024
24	Submit PDP to MSBA Staff	0 days	4/18/2024	4/18/2024
25	Develop Preferred Schematic Report (PSR)	95 days	4/18/2024	8/29/2024
26	Community Presentations	70 days	5/9/2024	8/15/2024
27	Select Board, Town Meeting & School Committee Presentations	70 days	5/9/2024	8/15/2024
28	Submit PSR to MSBA FAS	0 days	8/29/2024	8/29/2024
29	MSBA Comments	15 days	8/29/2024	9/19/2024
30	MSBA FAS Meeting	0 days	9/25/2024	9/25/2024
31	Respond to MSBA Comments	17 days	9/25/2024	10/17/2024
32	MSBA Board Meeting	0 days	10/30/2024	10/30/2024
33	SCHEMATIC DESIGN (SD)	154 days	9/23/2024	4/30/2025
34	Develop Schematic Design	109 days	9/25/2024	2/27/2025
35	Community Presentations	56 days	9/23/2024	12/11/2024
39	Select Board, Town Meeting & School Committee Presentations	100 days	9/23/2024	2/12/2025

Workplan



Work Plan Overview

WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1	FEASIBILITY STUDY			Thu 4/27/23	Fri 8/09/24	488	337
1.1	Pre-Kickoff Meeting			Tue 4/18/23	Tue 4/18/23	1	1
1.2	Owner-Designer Contract			Tue 4/18/23	Fri 4/28/23	12	9
1.3	Review of alternate options with Town Committees			Fri 4/28/23	Wed 6/21/23	55	39
1.4	School Committee: Schedule and Visioning			Wed 6/14/23	Wed 6/14/23	0	1
1.5	WSBC MEETING 1 - Review Schedule and Visioning			Wed 6/21/23	Wed 6/21/23	0	1
1.6	Develop Work Plan			Wed 6/21/23	Tue 7/04/23	14	10
1.7	Subconsultants On Board, Contracts			Wed 6/21/23	Tue 7/04/23	14	10
1.8	Owner assemble record documents, reports, etc.			Wed 6/21/23	Fri 6/23/23	5	3
1.9	Owner form Working Group (subcommittee of Admin and Educators)			Wed 6/21/23	Tue 6/27/23	7	5
1.10	Leadership Working Group - Mtg 1 - Organizational, Schedule, form Visioning Group			Tue 6/27/23	Tue 6/27/23	1	1
	Owner identify members for Visioning Group (30-40 reps for the community to include Admin, Educators, Students, Community, parents, seniors- townwide)			Tue 6/27/23	Fri 7/21/23	25	19
1.12	Owner develop list of possible Building Sites (beyond Wildwood, Woburn, North)			Tue 6/27/23	Wed 7/05/23	9	7
1.13	Cropper GIS study			Tue 6/27/23	Tue 8/15/23	50	36
1.14	Develop List of Possible Building Sites			Tue 7/11/23	Mon 7/24/23	14	10
1.15	Leadership Working Group - Mtg 2 - Review Work Plan, Prep for site visits, visioning group			Tue 7/11/23	Tue 7/11/23	1	1
1.16	Survey of Existing Conditions - Wildwood, Woburn and North			Wed 7/12/23	Thu 8/12/23	30	22
1.17	Hazmat Survey			Mon 7/17/23	Tue 7/18/23	2	2
1.18	Preliminary Topo & Boundary Survey - LIDAR			Mon 7/17/23	Fri 8/11/23	28	20
1.19	Geotechnical Investigation			Mon 7/17/23	Thu 8/10/23	25	19
1.20	Preliminary Wetlands Survey - desktop/GIS			Mon 7/17/23	Thu 8/10/23	25	19
1.21	Phase 1 Environmental Site Assessment			Mon 7/17/23	Thu 8/10/23	25	19
1.22	Develop Draft Existing Condition Reports			Mon 7/17/23	Tue 8/15/23	30	22
1.23	Leadership Working Group - Mtg 3 - Placeholder			Tue 7/25/23	Tue 7/25/23	1	1
1.24	Prepare WSBC meeting presentation			Wed 7/26/23	Tue 8/01/23	7	5
1.25	Leadership Working Group - Mtg 4 - Prep for Visioning, preview WSBC presentation			Tue 8/08/23	Tue 8/08/23	1	1
1.26	Incorporate feedback on Mtg presentation			Wed 8/09/23	Fri 8/11/23	5	3
1.27	Prepare visioning 1-2 workshop presentation materials & equipment			Thu 8/10/23	Wed 8/23/23	14	10
1.28	School Principal, Key Staff Interviews/ Workshops			Wed 8/16/23	Fri 8/18/23	3	3
1.29	WSBC MEETING 2 - Review Work Plan, Site and Grade Config, approve co-chair			Wed 8/16/23	Wed 8/16/23	1	1
1.30	Leadership Working Group - Mtg 5 - Placeholder			Tue 8/22/23	Tue 8/22/23	1	1
1.31	Prepare visioning 3-4 workshop presentation materials & equipment			Thu 8/24/23	Wed 9/06/23	14	10
1.32	Leadership Working Group - Mtg 6 - Report Exist. Conditions			Tue 9/05/23	Tue 9/05/23	1	1
1.33	Leadership Working Group - Mtg 7 - Placeholder			Tue 9/19/23	Tue 9/19/23	1	1
1.34	Visioning 1 - District-Wide Planning			Tue 9/19/23	Tue 9/19/23	1	1
1.35	Finish prep for visioning 2 workshop presentation materials & equipment			Wed 9/20/23	Mon 9/25/23	6	4
1.36	WSBC MEETING 3 - Report Exist Cond Summary			Wed 9/20/23	Wed 9/20/23	1	1
1.37	Community Forum #1: Process Update/Existing Cond Summary			Mon 9/25/23	Mon 9/25/23	1	1
1.38	Visioning 2 - Learning and Teaching			Tue 9/26/23	Tue 9/26/23	1	1
1.39	Document Vision 1-2 outcomes			Wed 9/27/23	Fri 10/06/23	10	8
1.40	Finish prep for visioning 3 workshop presentation materials & equipment			Tue 10/10/23	Mon 10/16/23	7	5
1.41	Leadership Working Group - Mtg 8 - Placeholder			Tue 10/03/23	Tue 10/03/23	1	1
1.42	WG Field Trip to Visit Example Peer Schools			Mon 10/02/23	Fri 10/06/23	5	5
1.43	Document reactions to Field Trip to example Peer Schools			Mon 10/09/23	Tue 10/10/23	2	2
1.44	Leadership Working Group - Mtg 9 - Placeholder			Tue 10/17/23	Tue 10/17/23	1	1
1.45	Visioning 3 - Overall Planning			Tue 10/17/23	Tue 10/17/23	1	1
1.46	Finish prep for visioning 4 workshop presentation materials & equipment			Wed 10/18/23	Mon 10/23/23	6	4
1.47	WSBC MEETING 4 - Peer school recap			Wed 10/18/23	Wed 10/18/23	1	1
1.48	Visioning 4 - Individual Space Planning			Tue 10/24/23	Fri 10/27/23	4	4
1.49	Document Vision 3-4 outcomes			Mon 10/30/23	Fri 11/03/23	7	5
1.50	Leadership Working Group - Mtg 10 - Placeholder			Tue 10/31/23	Tue 10/31/23	1	1
1.51	Document Visioning for report			Mon 11/06/23	Wed 11/08/23	3	3

WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1.52	Facility Programming - develop initial Space Summary			Wed 11/08/23	Tue 11/21/23	14	10
1.53	Develop initial grade and building configuration options			Wed 11/08/23	Tue 11/21/23	14	10
1.54	WSBC MEETING 5 - TBD			Wed 11/08/23	Wed 11/08/23	1	1
1.55	Leadership Working Group - Mtg 11 - Space Summary Intro			Tue 11/14/23	Tue 11/14/23	1	1
1.56	Facility Programming - Refine/Finalize Space Summary			Mon 11/27/23	Fri 12/01/23	7	5
1.57	Edu. Programming - Education Plan			Mon 11/27/23	Fri 12/08/23	14	10
1.58	Initial LEED Scorecard and Sustainability Goals			Mon 11/27/23	Fri 12/08/23	14	10
1.59	Leadership Working Group - Mtg 12 - Space Summary Review			Tue 11/28/23	Tue 11/28/23	1	1
1.60	Facility/Edu. Programming - Bubble Spatial Relationship Diagrams			Mon 12/11/23	Fri 12/15/23	5	5
1.61	Develop preliminary site plan diagrams			Wed 12/13/23	Fri 12/15/23	5	3
1.62	Leadership Working Group - Mtg 13 - Ed Plan; Sustainability			Tue 12/12/23	Tue 12/12/23	1	1
1.63	WSBC MEETING 6 - Visioning, Programming Outcomes			Wed 12/13/23	Wed 12/13/23	1	1
1.64	Facility/Edu. Programming - Bubble into Block Diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.65	Refine site plan diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.66	Facility Programming - refine Space Summary			Tue 1/02/24	Mon 1/08/24	7	5
1.67	Leadership Working Group - Mtg 15 - Refined Space Summary & Block Diag on Site Plans			Tue 1/09/24	Tue 1/09/24	1	1
1.68	WSBC MEETING 7 - Bubble Diagrams; site plan diagrams			Wed 1/10/24	Wed 1/10/24	1	1
1.69	Facility/Edu. Programming - Develop Block Diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.70	Refine site plan diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.71	Community Forum #2: Review Visioning Recap and Preliminary options Development			Mon 1/22/24	Mon 1/22/24	1	1
1.72	Leadership Working Group - Mtg 13 - Placeholder			Tue 1/23/24	Tue 1/23/24	1	1
1.73	Edu. Programming - Final Space Summary			Wed 1/24/24	Fri 1/26/24	5	3
1.74	Edu. Programming - Final Education Plan			Wed 1/24/24	Fri 1/26/24	5	3
1.75	Facility/Edu. Programming - Develop Site Plan Diagrams			Mon 1/29/24	Mon 2/05/24	8	6
1.76	Facility/Edu. Programming - Develop Initial Floor Plans			Mon 1/29/24	Mon 2/05/24	8	6
1.77	Leadership Working Group - Mtg 14 - Site Option & Floor Plans			Tue 2/06/24	Tue 2/06/24	1	1
1.78	WSBC MEETING 8 - TBD			Wed 2/07/24	Wed 2/07/24	1	1
1.79	Finalize site plan diagrams and conceptual floor plans			Thu 2/08/24	Fri 2/16/24	9	7
1.80	Site options/ plans to Cost Estimator			Mon 2/19/24	Fri 3/01/24	14	10
1.81	Receive & review cost estimates			Mon 3/04/24	Fri 3/08/24	5	5
1.82	Leadership Working Group - Mtg 15 - Site Option & Floor Plans - Short List + Costs			Tue 3/12/24	Tue 3/12/24	1	1
1.83	WSBC MEETING 9 - TBD			Wed 3/06/24	Wed 3/06/24	1	1
1.84	Incorporate feedback on cost estimates and develop pres for WSBC			Wed 3/13/24	Fri 3/15/24	5	3
1.85	Develop draft PDP documents, incorporate meeting feedback			Mon 3/18/24	Thu 3/28/24	11	9
1.86	Develop final Options site plans public presentation			Mon 3/18/24	Fri 3/22/24	5	5
1.87	WSBC MEETING 10 - Site Option & Floor Plans - Short List + Costs			Tue 3/19/24	Tue 3/19/24	1	1
1.88	Leadership Working Group - Mtg 16 - TBD			Tue 3/26/24	Tue 3/26/24	1	1
1.89	Community Forum #3/School Committee: Site Options Evaluations - Short list + Costs; possible grade reconfiguration			Wed 3/27/24	Wed 3/27/24	1	1
1.90	WSBC MEETING 11 - Approve Draft PDP for submission			Wed 4/03/24	Wed 4/03/24	1	1
1.91	Final edits of PDP documents			Thu 4/04/24	Mon 4/08/24	5	3
1.92	QA Review & edits			Thu 4/04/24	Fri 4/05/24	3	2
1.93	Print and collate report			Mon 4/08/24	Wed 4/10/24	3	3
1.94	D+W submit PDP documents to OPM			Thu 4/11/24	Fri 4/12/24	2	2
1.95	QA Review			Mon 4/15/24	Wed 4/17/24	3	3
1.96	Milestone Submission - OPM submit PDP to MSBA			Thu 4/18/24	Fri 4/19/24	2	2

Work Plan Overview

WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1	FEASIBILITY STUDY			Thu 4/27/23	Fri 8/09/24	488	337
1.1	Pre-Kickoff Meeting			Tue 4/18/23	Tue 4/18/23	1	1
1.2	Owner-Designer Contract			Tue 4/18/23	Fri 4/28/23	12	9
1.3	Review of alternate options with Town Committees			Fri 4/28/23	Wed 6/21/23	55	39
1.4	School Committee: Schedule and Visioning			Wed 6/14/23	Wed 6/14/23	0	1
1.5	WSBC MEETING 1 - Review Schedule and Visioning			Wed 6/21/23	Wed 6/21/23	0	1
1.6	Develop Work Plan			Wed 6/21/23	Tue 7/04/23	14	10
1.7	Subconsultants On Board, Contracts			Wed 6/21/23	Tue 7/04/23	14	10
1.8	Owner assemble record documents, reports, etc.			Wed 6/21/23	Fri 6/23/23	5	3
1.9	Owner form Working Group (subcommittee of Admin and Educators)			Wed 6/21/23	Tue 6/27/23	7	5
1.10	Leadership Working Group - Mtg 1 - Organizational, Schedule, form Visioning Group			Tue 6/27/23	Tue 6/27/23	1	1
1.11	Owner identify members for Visioning Group (30-40 reps for the community to include Admin, Educators, Students, Community, parents, seniors- townwide)			Tue 6/27/23	Fri 7/21/23	25	19
1.12	Owner develop list of possible Building Sites (beyond Wildwood, Woburn, North)			Tue 6/27/23	Wed 7/05/23	9	7
1.13	Cropper GIS study			Tue 6/27/23	Tue 8/15/23	50	36
1.14	Develop List of Possible Building Sites			Tue 7/11/23	Mon 7/24/23	14	10
1.15	Leadership Working Group - Mtg 2 - Review Work Plan, Prep for site visits, visioning group			Tue 7/11/23	Tue 7/11/23	1	1
1.16	Survey of Existing Conditions - Wildwood, Woburn and North			Wed 7/12/23	Thu 8/10/23	30	22
1.17	Hazmat Survey			Mon 7/17/23	Tue 7/18/23	2	2
1.18	Preliminary Topo & Boundary Survey - LIDAR			Mon 7/17/23	Fri 8/11/23	28	20
1.19	Geotechnical Investigation			Mon 7/17/23	Thu 8/10/23	25	19
1.20	Preliminary Wetlands Survey - desktop/GIS			Mon 7/17/23	Thu 8/10/23	25	19
1.21	Phase 1 Environmental Site Assessment			Mon 7/17/23	Thu 8/10/23	25	19
1.22	Develop Draft Existing Condition Reports			Mon 7/17/23	Tue 8/15/23	30	22
1.23	Leadership Working Group - Mtg 3 - Placeholder			Tue 7/25/23	Tue 7/25/23	1	1
1.24	Prepare WSBC meeting presentation			Wed 7/26/23	Tue 8/01/23	7	5
1.25	Leadership Working Group - Mtg 4 - Prep for Visioning, preview WSBC presentation			Tue 8/08/23	Tue 8/08/23	1	1
1.26	Incorporate feedback on Mtg presentation			Wed 8/09/23	Fri 8/11/23	5	3
1.27	Prepare visioning 1-2 workshop presentation materials & equipment			Thu 8/10/23	Wed 8/23/23	14	10
1.28	School Principal, Key Staff Interviews/ Workshops			Wed 8/16/23	Fri 8/18/23	3	3
1.29	WSBC MEETING 2 - Review Work Plan, Site and Grade Config, approve co-chair			Wed 8/16/23	Wed 8/16/23	1	1
1.30	Leadership Working Group - Mtg 5 - Placeholder			Tue 8/22/23	Tue 8/22/23	1	1
1.31	Prepare visioning 3-4 workshop presentation materials & equipment			Thu 8/24/23	Wed 9/06/23	14	10
1.32	Leadership Working Group - Mtg 6 - Report Exist. Conditions			Tue 9/05/23	Tue 9/05/23	1	1
1.33	Leadership Working Group - Mtg 7 - Placeholder			Tue 9/19/23	Tue 9/19/23	1	1
1.34	Visioning 1 - District-Wide Planning			Tue 9/19/23	Tue 9/19/23	1	1
1.35	Finish prep for visioning 2 workshop presentation materials & equipment			Wed 9/20/23	Mon 9/25/23	6	4
1.36	WSBC MEETING 3 - Report Exist Cond Summary			Wed 9/20/23	Wed 9/20/23	1	1
1.37	Community Forum #1: Process Update/Existing Cond Summary			Mon 9/25/23	Mon 9/25/23	1	1
1.38	Visioning 2 - Learning and Teaching			Tue 9/26/23	Tue 9/26/23	1	1
1.39	Document Vision 1-2 outcomes			Wed 9/27/23	Fri 10/06/23	10	8
1.40	Finish prep for visioning 3 workshop presentation materials & equipment			Tue 10/10/23	Mon 10/16/23	7	5
1.41	Leadership Working Group - Mtg 8 - Placeholder			Tue 10/03/23	Tue 10/03/23	1	1
1.42	WG Field Trip to Visit Example Peer Schools			Mon 10/02/23	Fri 10/06/23	5	5
1.43	Document reactions to Field Trip to example Peer Schools			Mon 10/09/23	Tue 10/10/23	2	2
1.44	Leadership Working Group - Mtg 9 - Placeholder			Tue 10/17/23	Tue 10/17/23	1	1
1.45	Visioning 3 - Overall Planning			Tue 10/17/23	Tue 10/17/23	1	1
1.46	Finish prep for visioning 4 workshop presentation materials & equipment			Wed 10/18/23	Mon 10/23/23	6	4
1.47	WSBC MEETING 4 - Peer school recap			Wed 10/18/23	Wed 10/18/23	1	1
1.48	Visioning 4 - Individual Space Planning			Tue 10/24/23	Fri 10/27/23	4	4
1.49	Document Vision 3-4 outcomes			Mon 10/30/23	Fri 11/03/23	7	5
1.50	Leadership Working Group - Mtg 10 - Placeholder			Tue 10/31/23	Tue 10/31/23	1	1
1.51	Document Visioning for report			Mon 11/06/23	Wed 11/08/23	3	3

April 2023 – June 2023

Getting Organized

- Review alternate enrollments
- Project Kick-off, Contracts
- Developed Workplan
- Identify possible sites

Work Plan Overview

WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1	FEASIBILITY STUDY			Thu 4/27/23	Fri 8/09/24	488	337
1.1	Pre-Kickoff Meeting			Tue 4/18/23	Tue 4/18/23	1	1
1.2	Owner-Designer Contract			Tue 4/18/23	Fri 4/28/23	12	9
1.3	Review of alternate options with Town Committees			Fri 4/28/23	Wed 6/21/23	55	39
1.4	School Committee: Schedule and Visioning			Wed 6/14/23	Wed 6/14/23	0	1
1.5	WSBC MEETING 1 - Review Schedule and Visioning			Wed 6/21/23	Wed 6/21/23	0	1
1.6	Develop Work Plan			Wed 6/21/23	Tue 7/04/23	14	10
1.7	Subconsultants On Board, Contracts			Wed 6/21/23	Tue 7/04/23	14	10
1.8	Owner assemble record documents, reports, etc.			Wed 6/21/23	Fri 6/23/23	5	3
1.9	Owner form Working Group (subcommittee of Admin and Educators)			Wed 6/21/23	Tue 6/27/23	7	5
1.10	Leadership Working Group - Mtg 1 - Organizational, Schedule, form Visioning Group			Tue 6/27/23	Tue 6/27/23	1	1
1.11	Owner identify members for Visioning Group (30-40 reps for the community to include Admin, Educators, Students, Community, parents, seniors- townwide)			Tue 6/27/23	Fri 7/21/23	25	19
1.12	Owner develop list of possible Building Sites (beyond Wildwood, Woburn, North)			Tue 6/27/23	Wed 7/05/23	9	7
1.13	Cropper GIS study			Tue 6/27/23	Tue 8/15/23	50	36
1.14	Develop List of Possible Building Sites			Tue 7/11/23	Mon 7/24/23	14	10
1.15	Leadership Working Group - Mtg 2 - Review Work Plan, Prep for site visits, visioning group			Tue 7/11/23	Tue 7/11/23	1	1
1.16	Survey of Existing Conditions - Wildwood, Woburn and North			Wed 7/12/23	Thu 8/10/23	30	22
1.17	Hazmat Survey			Mon 7/17/23	Tue 7/18/23	2	2
1.18	Preliminary Topo & Boundary Survey - LIDAR			Mon 7/17/23	Fri 8/11/23	28	20
1.19	Geotechnical Investigation			Mon 7/17/23	Thu 8/10/23	25	19
1.20	Preliminary Wetlands Survey - desktop/GIS			Mon 7/17/23	Thu 8/10/23	25	19
1.21	Phase 1 Environmental Site Assessment			Mon 7/17/23	Thu 8/10/23	25	19
1.22	Develop Draft Existing Condition Reports			Mon 7/17/23	Tue 8/15/23	30	22
1.23	Leadership Working Group - Mtg 3 - Placeholder			Tue 7/25/23	Tue 7/25/23	1	1
1.24	Prepare WSBC meeting presentation			Wed 7/26/23	Tue 8/01/23	7	5
1.25	Leadership Working Group - Mtg 4 - Prep for Visioning, preview WSBC presentation			Tue 8/08/23	Tue 8/08/23	1	1
1.26	Incorporate feedback on Mtg presentation			Wed 8/09/23	Fri 8/11/23	5	3
1.27	Prepare visioning 1-2 workshop presentation materials & equipment			Thu 8/10/23	Wed 8/23/23	14	10
1.28	School Principal, Key Staff Interviews/ Workshops			Wed 8/16/23	Fri 8/18/23	3	3
1.29	WSBC MEETING 2 - Review Work Plan, Site and Grade Config, approve co-chair			Wed 8/16/23	Wed 8/16/23	1	1
1.30	Leadership Working Group - Mtg 5 - Placeholder			Tue 8/22/23	Tue 8/22/23	1	1
1.31	Prepare visioning 3-4 workshop presentation materials & equipment			Thu 8/24/23	Wed 9/06/23	14	10
1.32	Leadership Working Group - Mtg 6 - Report Exist. Conditions			Tue 9/05/23	Tue 9/05/23	1	1
1.33	Leadership Working Group - Mtg 7 - Placeholder			Tue 9/19/23	Tue 9/19/23	1	1
1.34	Visioning 1 - District-Wide Planning			Tue 9/19/23	Tue 9/19/23	1	1
1.35	Finish prep for visioning 2 workshop presentation materials & equipment			Wed 9/20/23	Mon 9/25/23	6	4
1.36	WSBC MEETING 3 - Report Exist Cond Summary			Wed 9/20/23	Wed 9/20/23	1	1
1.37	Community Forum #1: Process Update/Existing Cond Summary			Mon 9/25/23	Mon 9/25/23	1	1
1.38	Visioning 2 - Learning and Teaching			Tue 9/26/23	Tue 9/26/23	1	1
1.39	Document Vision 1-2 outcomes			Wed 9/27/23	Fri 10/06/23	10	8
1.40	Finish prep for visioning 3 workshop presentation materials & equipment			Tue 10/10/23	Mon 10/16/23	7	5
1.41	Leadership Working Group - Mtg 8 - Placeholder			Tue 10/03/23	Tue 10/03/23	1	1
1.42	WG Field Trip to Visit Example Peer Schools			Mon 10/02/23	Fri 10/06/23	5	5
1.43	Document reactions to Field Trip to example Peer Schools			Mon 10/09/23	Tue 10/10/23	2	2
1.44	Leadership Working Group - Mtg 9 - Placeholder			Tue 10/17/23	Tue 10/17/23	1	1
1.45	Visioning 3 - Overall Planning			Tue 10/17/23	Tue 10/17/23	1	1
1.46	Finish prep for visioning 4 workshop presentation materials & equipment			Wed 10/18/23	Mon 10/23/23	6	4
1.47	WSBC MEETING 4 - Peer school recap			Wed 10/18/23	Wed 10/18/23	1	1
1.48	Visioning 4 - Individual Space Planning			Tue 10/24/23	Fri 10/27/23	4	4
1.49	Document Vision 3-4 outcomes			Mon 10/30/23	Fri 11/03/23	7	5
1.50	Leadership Working Group - Mtg 10 - Placeholder			Tue 10/31/23	Tue 10/31/23	1	1
1.51	Document Visioning for report			Mon 11/06/23	Wed 11/08/23	3	3

July 2023-August 2023

Evaluate Existing Conditions

- Mobilize design team to survey existing conditions
- Draft reports

Educational Visioning Prep

- Interview Elementary Principals
- 30-40 participants
- Prepare materials
- Identify peer schools for site visits

Work Plan Overview

WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1	FEASIBILITY STUDY			Thu 4/27/23	Fri 8/09/24	488	337
1.1	Pre-Kickoff Meeting			Tue 4/18/23	Tue 4/18/23	1	1
1.2	Owner-Designer Contract			Tue 4/18/23	Fri 4/28/23	12	9
1.3	Review of alternate options with Town Committees			Fri 4/28/23	Wed 6/21/23	55	39
1.4	School Committee: Schedule and Visioning			Wed 6/14/23	Wed 6/14/23	0	1
1.5	WSBC MEETING 1 - Review Schedule and Visioning			Wed 6/21/23	Wed 6/21/23	0	1
1.6	Develop Work Plan			Wed 6/21/23	Tue 7/04/23	14	10
1.7	Subconsultants On Board, Contracts			Wed 6/21/23	Tue 7/04/23	14	10
1.8	Owner assemble record documents, reports, etc.			Wed 6/21/23	Fri 6/23/23	5	3
1.9	Owner form Working Group (subcommittee of Admin and Educators)			Wed 6/21/23	Tue 6/27/23	7	5
1.10	Leadership Working Group - Mtg 1 - Organizational, Schedule, form Visioning Group			Tue 6/27/23	Tue 6/27/23	1	1
	Owner identify members for Visioning Group (30-40 reps for the community to include Admin, Educators, Students, Community, parents, seniors- townwide)			Tue 6/27/23	Fri 7/21/23	25	19
1.11	Owner develop list of possible Building Sites (beyond Wildwood, Woburn, North)			Tue 6/27/23	Wed 7/05/23	9	7
1.12	Cropper GIS study			Tue 6/27/23	Tue 8/15/23	50	36
1.13	Develop List of Possible Building Sites			Tue 7/11/23	Mon 7/24/23	14	10
1.14	Leadership Working Group - Mtg 2 - Review Work Plan, Prep for site visits, visioning group			Tue 7/11/23	Tue 7/11/23	1	1
1.15	Survey of Existing Conditions - Wildwood, Woburn and North			Wed 7/12/23	Thu 8/10/23	30	22
1.16	Hazmat Survey			Mon 7/17/23	Tue 7/18/23	2	2
1.17	Preliminary Topo & Boundary Survey - LIDAR			Mon 7/17/23	Fri 8/11/23	28	20
1.18	Geotechnical Investigation			Mon 7/17/23	Thu 8/10/23	25	19
1.19	Preliminary Wetlands Survey - desktop/GIS			Mon 7/17/23	Thu 8/10/23	25	19
1.20	Phase 1 Environmental Site Assessment			Mon 7/17/23	Thu 8/10/23	25	19
1.21	Develop Draft Existing Condition Reports			Mon 7/17/23	Tue 8/15/23	30	22
1.22	Leadership Working Group - Mtg 3 - Placeholder			Tue 7/25/23	Tue 7/25/23	1	1
1.23	Prepare WSBC meeting presentation			Wed 7/26/23	Tue 8/01/23	7	5
1.24	Leadership Working Group - Mtg 4 - Prep for Visioning, preview WSBC presentation			Tue 8/08/23	Tue 8/08/23	1	1
1.25	Incorporate feedback on Mtg presentation			Wed 8/09/23	Fri 8/11/23	5	3
1.26	Prepare visioning 1-2 workshop presentation materials & equipment			Thu 8/10/23	Wed 8/23/23	14	10
1.27	School Principal, Key Staff Interviews/ Workshops			Wed 8/16/23	Fri 8/18/23	3	3
1.28	WSBC MEETING 2 - Review Work Plan, Site and Grade Config, approve co-chair			Wed 8/16/23	Wed 8/16/23	1	1
1.29	Leadership Working Group - Mtg 5 - Placeholder			Tue 8/22/23	Tue 8/22/23	1	1
1.30	Prepare visioning 3-4 workshop presentation materials & equipment			Thu 8/24/23	Wed 9/06/23	14	10
1.31	Leadership Working Group - Mtg 6 - Report Exist. Conditions			Tue 9/05/23	Tue 9/05/23	1	1
1.32	Leadership Working Group - Mtg 7 - Placeholder			Tue 9/19/23	Tue 9/19/23	1	1
1.33	Visioning 1 - District-Wide Planning			Tue 9/19/23	Tue 9/19/23	1	1
1.34	Finish prep for visioning 2 workshop presentation materials & equipment			Wed 9/20/23	Mon 9/25/23	6	4
1.35	WSBC MEETING 3 - Report Exist Cond Summary			Wed 9/20/23	Wed 9/20/23	1	1
1.36	Community Forum #1: Process Update/Existing Cond Summary			Mon 9/25/23	Mon 9/25/23	1	1
1.37	Visioning 2 - Learning and Teaching			Tue 9/26/23	Tue 9/26/23	1	1
1.38	Document Vision 1-2 outcomes			Wed 9/27/23	Fri 10/06/23	10	8
1.39	Finish prep for visioning 3 workshop presentation materials & equipment			Tue 10/10/23	Mon 10/16/23	7	5
1.40	Leadership Working Group - Mtg 8 - Placeholder			Tue 10/03/23	Tue 10/03/23	1	1
1.41	WG Field Trip to Visit Example Peer Schools			Mon 10/02/23	Fri 10/06/23	5	5
1.42	Document reactions to Field Trip to example Peer Schools			Mon 10/09/23	Tue 10/10/23	2	2
1.43	Leadership Working Group - Mtg 9 - Placeholder			Tue 10/17/23	Tue 10/17/23	1	1
1.44	Visioning 3 - Overall Planning			Tue 10/17/23	Tue 10/17/23	1	1
1.45	Finish prep for visioning 4 workshop presentation materials & equipment			Wed 10/18/23	Mon 10/23/23	6	4
1.46	WSBC MEETING 4 - Peer school recap			Wed 10/18/23	Wed 10/18/23	1	1
1.47	Visioning 4 - Individual Space Planning			Tue 10/24/23	Fri 10/27/23	4	4
1.48	Document Vision 3-4 outcomes			Mon 10/30/23	Fri 11/03/23	7	5
1.49	Leadership Working Group - Mtg 10 - Placeholder			Tue 10/31/23	Tue 10/31/23	1	1
1.50	Document Visioning for report			Mon 11/06/23	Wed 11/08/23	3	3

September 2023 - October 2023

Educational Visioning

- Conduct 8 Visioning Sessions total
- Visit peer schools

Work Plan Overview

November 2023 - February 2024

Programming

- Prepare Space Summaries
- Prepare Educational Program Narratives
- Spatial Relationship Diagrams

Design

- Develop Site Planning Diagrams
- Discuss Sustainability Goals
- Develop Initial Floor Plans

WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1.52	Facility Programming - develop initial Space Summary			Wed 11/08/23	Tue 11/21/23	14	10
1.53	Develop initial grade and building configuration options			Wed 11/08/23	Tue 11/21/23	14	10
1.54	WSBC MEETING 5 - TBD			Wed 11/08/23	Wed 11/08/23	1	1
1.55	Leadership Working Group - Mtg 11 - Space Summary Intro			Tue 11/14/23	Tue 11/14/23	1	1
1.56	Facility Programming - Refine/Finalize Space Summary			Mon 11/27/23	Fri 12/01/23	7	5
1.57	Edu. Programming - Education Plan			Mon 11/27/23	Fri 12/08/23	14	10
1.58	Initial LEED Scorecard and Sustainability Goals			Mon 11/27/23	Fri 12/08/23	14	10
1.59	Leadership Working Group - Mtg 12 - Space Summary Review			Tue 11/28/23	Tue 11/28/23	1	1
1.60	Facility/Edu. Programming - Bubble Spatial Relationship Diagrams			Mon 12/11/23	Fri 12/15/23	5	5
1.61	Develop preliminary site plan diagrams			Wed 12/13/23	Fri 12/15/23	5	3
1.62	Leadership Working Group - Mtg 13 - Ed Plan; Sustainability			Tue 12/12/23	Tue 12/12/23	1	1
1.63	WSBC MEETING 6 - Visioning, Programming Outcomes			Wed 12/13/23	Wed 12/13/23	1	1
1.64	Facility/Edu. Programming - Bubble into Block Diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.65	Refine site plan diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.66	Facility Programming - refine Space Summary			Tue 1/02/24	Mon 1/08/24	7	5
1.67	Leadership Working Group - Mtg 15 - Refined Space Summary & Block Diag on Site Plans			Tue 1/09/24	Tue 1/09/24	1	1
1.68	WSBC MEETING 7 - Bubble Diagrams; site plan diagrams			Wed 1/10/24	Wed 1/10/24	1	1
1.69	Facility/Edu. Programming - Develop Block Diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.70	Refine site plan diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.71	Community Forum #2: Review Visioning Recap and Preliminary options Development			Mon 1/22/24	Mon 1/22/24	1	1
1.72	Leadership Working Group - Mtg 13 - Placeholder			Tue 1/23/24	Tue 1/23/24	1	1
1.73	Edu. Programming - Final Space Summary			Wed 1/24/24	Fri 1/26/24	5	3
1.74	Edu. Programming - Final Education Plan			Wed 1/24/24	Fri 1/26/24	5	3
1.75	Facility/Edu. Programming - Develop Site Plan Diagrams			Mon 1/29/24	Mon 2/05/24	8	6
1.76	Facility/Edu. Programming - Develop Initial Floor Plans			Mon 1/29/24	Mon 2/05/24	8	6
1.77	Leadership Working Group - Mtg 14 - Site Option & Floor Plans			Tue 2/06/24	Tue 2/06/24	1	1
1.78	WSBC MEETING 8 - TBD			Wed 2/07/24	Wed 2/07/24	1	1
1.79	Finalize site plan diagrams and conceptual floor plans			Thu 2/08/24	Fri 2/16/24	9	7
1.80	Site options/ plans to Cost Estimator			Mon 2/19/24	Fri 3/01/24	14	10
1.81	Receive & review cost estimates			Mon 3/04/24	Fri 3/08/24	5	5
1.82	Leadership Working Group - Mtg 15 - Site Option & Floor Plans - Short List + Costs			Tue 3/12/24	Tue 3/12/24	1	1
1.83	WSBC MEETING 9 - TBD			Wed 3/06/24	Wed 3/06/24	1	1
1.84	Incorporate feedback on cost estimates and develop pres for WSBC			Wed 3/13/24	Fri 3/15/24	5	3
1.85	Develop draft PDP documents, incorporate meeting feedback			Mon 3/18/24	Thu 3/28/24	11	9
1.86	Develop final Options site plans public presentation			Mon 3/18/24	Fri 3/22/24	5	5
1.87	WSBC MEETING 10 - Site Option & Floor Plans - Short List + Costs			Tue 3/19/24	Tue 3/19/24	1	1
1.88	Leadership Working Group - Mtg 16 - TBD			Tue 3/26/24	Tue 3/26/24	1	1
1.89	Community Forum #3/School Committee: Site Options Evaluations - Short list + Costs; possible grade reconfiguration			Wed 3/27/24	Wed 3/27/24	1	1
1.90	WSBC MEETING 11 - Approve Draft PDP for submission			Wed 4/03/24	Wed 4/03/24	1	1
1.91	Final edits of PDP documents			Thu 4/04/24	Mon 4/08/24	5	3
1.92	QA Review & edits			Thu 4/04/24	Fri 4/05/24	3	2
1.93	Print and collate report			Mon 4/08/24	Wed 4/10/24	3	3
1.94	D+W submit PDP documents to OPM			Thu 4/11/24	Fri 4/12/24	2	2
1.95	QA Review			Mon 4/15/24	Wed 4/17/24	3	3
1.96	Milestone Submission - OPM submit PDP to MSBA			Thu 4/18/24	Fri 4/19/24	2	2

Work Plan Overview

February 2024 – March 2024

Cost Estimating

- Options finalized for estimating
- Review cost estimates



WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1.52	Facility Programming - develop initial Space Summary			Wed 11/08/23	Tue 11/21/23	14	10
1.53	Develop initial grade and building configuration options			Wed 11/08/23	Tue 11/21/23	14	10
1.54	WSBC MEETING 5 - TBD			Wed 11/08/23	Wed 11/08/23	1	1
1.55	Leadership Working Group - Mtg 11 - Space Summary Intro			Tue 11/14/23	Tue 11/14/23	1	1
1.56	Facility Programming - Refine/Finalize Space Summary			Mon 11/27/23	Fri 12/01/23	7	5
1.57	Edu. Programming - Education Plan			Mon 11/27/23	Fri 12/08/23	14	10
1.58	Initial LEED Scorecard and Sustainability Goals			Mon 11/27/23	Fri 12/08/23	14	10
1.59	Leadership Working Group - Mtg 12 - Space Summary Review			Tue 11/28/23	Tue 11/28/23	1	1
1.60	Facility/Edu. Programming - Bubble Spatial Relationship Diagrams			Mon 12/11/23	Fri 12/15/23	5	5
1.61	Develop preliminary site plan diagrams			Wed 12/13/23	Fri 12/15/23	5	3
1.62	Leadership Working Group - Mtg 13 - Ed Plan; Sustainability			Tue 12/12/23	Tue 12/12/23	1	1
1.63	WSBC MEETING 6 - Visioning, Programming Outcomes			Wed 12/13/23	Wed 12/13/23	1	1
1.64	Facility/Edu. Programming - Bubble into Block Diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.65	Refine site plan diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.66	Facility Programming - refine Space Summary			Tue 1/02/24	Mon 1/08/24	7	5
1.67	Leadership Working Group - Mtg 15 - Refined Space Summary & Block Diag on Site Plans			Tue 1/09/24	Tue 1/09/24	1	1
1.68	WSBC MEETING 7 - Bubble Diagrams; site plan diagrams			Wed 1/10/24	Wed 1/10/24	1	1
1.69	Facility/Edu. Programming - Develop Block Diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.70	Refine site plan diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.71	Community Forum #2: Review Visioning Recap and Preliminary options Development			Mon 1/22/24	Mon 1/22/24	1	1
1.72	Leadership Working Group - Mtg 13 - Placeholder			Tue 1/23/24	Tue 1/23/24	1	1
1.73	Edu. Programming - Final Space Summary			Wed 1/24/24	Fri 1/26/24	5	3
1.74	Edu. Programming - Final Education Plan			Wed 1/24/24	Fri 1/26/24	5	3
1.75	Facility/Edu. Programming - Develop Site Plan Diagrams			Mon 1/29/24	Mon 2/05/24	8	6
1.76	Facility/Edu. Programming - Develop Initial Floor Plans			Mon 1/29/24	Mon 2/05/24	8	6
1.77	Leadership Working Group - Mtg 14 - Site Option & Floor Plans			Tue 2/06/24	Tue 2/06/24	1	1
1.78	WSBC MEETING 8 - TBD			Wed 2/07/24	Wed 2/07/24	1	1
1.79	Finalize site plan diagrams and conceptual floor plans			Thu 2/08/24	Fri 2/16/24	9	7
1.80	Site options/ plans to Cost Estimator			Mon 2/19/24	Fri 3/01/24	14	10
1.81	Receive & review cost estimates			Mon 3/04/24	Fri 3/08/24	5	5
1.82	Leadership Working Group - Mtg 15 - Site Option & Floor Plans - Short List + Costs			Tue 3/12/24	Tue 3/12/24	1	1
1.83	WSBC MEETING 9 - TBD			Wed 3/06/24	Wed 3/06/24	1	1
1.84	Incorporate feedback on cost estimates and develop pres for WSBC			Wed 3/13/24	Fri 3/15/24	5	3
1.85	Develop draft PDP documents, incorporate meeting feedback			Mon 3/18/24	Thu 3/28/24	11	9
1.86	Develop final Options site plans public presentation			Mon 3/18/24	Fri 3/22/24	5	5
1.87	WSBC MEETING 10 - Site Option & Floor Plans - Short List + Costs			Tue 3/19/24	Tue 3/19/24	1	1
1.88	Leadership Working Group - Mtg 16 - TBD			Tue 3/26/24	Tue 3/26/24	1	1
1.89	Community Forum #3/School Committee: Site Options Evaluations - Short list + Costs; possible grade reconfiguration			Wed 3/27/24	Wed 3/27/24	1	1
1.90	WSBC MEETING 11 - Approve Draft PDP for submission			Wed 4/03/24	Wed 4/03/24	1	1
1.91	Final edits of PDP documents			Thu 4/04/24	Mon 4/08/24	5	3
1.92	QA Review & edits			Thu 4/04/24	Fri 4/05/24	3	2
1.93	Print and collate report			Mon 4/08/24	Wed 4/10/24	3	3
1.94	D+W submit PDP documents to OPM			Thu 4/11/24	Fri 4/12/24	2	2
1.95	QA Review			Mon 4/15/24	Wed 4/17/24	3	3
1.96	Milestone Submission - OPM submit PDP to MSBA			Thu 4/18/24	Fri 4/19/24	2	2

Work Plan Overview

March 2024 – April 2024

Approvals

- Finalize Options and Costs for approvals
- Prepare PDP Submission

Submit PDP to MSBA by APRIL 18, 2024

WBS	Task	Assigned	Predecessor	Start	End	Cal. Days	Work Days
1.52	Facility Programming - develop initial Space Summary			Wed 11/08/23	Tue 11/21/23	14	10
1.53	Develop initial grade and building configuration options			Wed 11/08/23	Tue 11/21/23	14	10
1.54	WSBC MEETING 5 - TBD			Wed 11/08/23	Wed 11/08/23	1	1
1.55	Leadership Working Group - Mtg 11 - Space Summary Intro			Tue 11/14/23	Tue 11/14/23	1	1
1.56	Facility Programming - Refine/Finalize Space Summary			Mon 11/27/23	Fri 12/01/23	7	5
1.57	Edu. Programming - Education Plan			Mon 11/27/23	Fri 12/08/23	14	10
1.58	Initial LEED Scorecard and Sustainability Goals			Mon 11/27/23	Fri 12/08/23	14	10
1.59	Leadership Working Group - Mtg 12 - Space Summary Review			Tue 11/28/23	Tue 11/28/23	1	1
1.60	Facility/Edu. Programming - Bubble Spatial Relationship Diagrams			Mon 12/11/23	Fri 12/15/23	5	5
1.61	Develop preliminary site plan diagrams			Wed 12/13/23	Fri 12/15/23	5	3
1.62	Leadership Working Group - Mtg 13 - Ed Plan; Sustainability			Tue 12/12/23	Tue 12/12/23	1	1
1.63	WSBC MEETING 6 - Visioning, Programming Outcomes			Wed 12/13/23	Wed 12/13/23	1	1
1.64	Facility/Edu. Programming - Bubble into Block Diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.65	Refine site plan diagrams			Thu 12/14/23	Fri 12/22/23	10	7
1.66	Facility Programming - refine Space Summary			Tue 1/02/24	Mon 1/08/24	7	5
1.67	Leadership Working Group - Mtg 15 - Refined Space Summary & Block Diag on Site Plans			Tue 1/09/24	Tue 1/09/24	1	1
1.68	WSBC MEETING 7 - Bubble Diagrams; site plan diagrams			Wed 1/10/24	Wed 1/10/24	1	1
1.69	Facility/Edu. Programming - Develop Block Diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.70	Refine site plan diagrams			Wed 1/11/23	Fri 1/20/23	10	8
1.71	Community Forum #2: Review Visioning Recap and Preliminary options Development			Mon 1/22/24	Mon 1/22/24	1	1
1.72	Leadership Working Group - Mtg 13 - Placeholder			Tue 1/23/24	Tue 1/23/24	1	1
1.73	Edu. Programming - Final Space Summary			Wed 1/24/24	Fri 1/26/24	5	3
1.74	Edu. Programming - Final Education Plan			Wed 1/24/24	Fri 1/26/24	5	3
1.75	Facility/Edu. Programming - Develop Site Plan Diagrams			Mon 1/29/24	Mon 2/05/24	8	6
1.76	Facility/Edu. Programming - Develop Initial Floor Plans			Mon 1/29/24	Mon 2/05/24	8	6
1.77	Leadership Working Group - Mtg 14 - Site Option & Floor Plans			Tue 2/06/24	Tue 2/06/24	1	1
1.78	WSBC MEETING 8 - TBD			Wed 2/07/24	Wed 2/07/24	1	1
1.79	Finalize site plan diagrams and conceptual floor plans			Thu 2/08/24	Fri 2/16/24	9	7
1.80	Site options/ plans to Cost Estimator			Mon 2/19/24	Fri 3/01/24	14	10
1.81	Receive & review cost estimates			Mon 3/04/24	Fri 3/08/24	5	5
1.82	Leadership Working Group - Mtg 15 - Site Option & Floor Plans - Short List + Costs			Tue 3/12/24	Tue 3/12/24	1	1
1.83	WSBC MEETING 9 - TBD			Wed 3/06/24	Wed 3/06/24	1	1
1.84	Incorporate feedback on cost estimates and develop pres for WSBC			Wed 3/13/24	Fri 3/15/24	5	3
1.85	Develop draft PDP documents, incorporate meeting feedback			Mon 3/18/24	Thu 3/28/24	11	9
1.86	Develop final Options site plans public presentation			Mon 3/18/24	Fri 3/22/24	5	5
1.87	WSBC MEETING 10 - Site Option & Floor Plans - Short List + Costs			Tue 3/19/24	Tue 3/19/24	1	1
1.88	Leadership Working Group - Mtg 16 - TBD			Tue 3/26/24	Tue 3/26/24	1	1
1.89	Community Forum #3/School Committee: Site Options Evaluations - Short list + Costs; possible grade reconfiguration			Wed 3/27/24	Wed 3/27/24	1	1
1.90	WSBC MEETING 11 - Approve Draft PDP for submission			Wed 4/03/24	Wed 4/03/24	1	1
1.91	Final edits of PDP documents			Thu 4/04/24	Mon 4/08/24	5	3
1.92	QA Review & edits			Thu 4/04/24	Fri 4/05/24	3	2
1.93	Print and collate report			Mon 4/08/24	Wed 4/10/24	3	3
1.94	D+W submit PDP documents to OPM			Thu 4/11/24	Fri 4/12/24	2	2
1.95	QA Review			Mon 4/15/24	Wed 4/17/24	3	3
1.96	Milestone Submission - OPM submit PDP to MSBA			Thu 4/18/24	Fri 4/19/24	2	2

Working Together

School Building Committee Meeting Schedule:

- | | |
|------------------------|--|
| ➤ Sept. 20, 2023 | Existing Conditions Summary |
| ➤ Oct. 18, 2023 | Visioning Recap – Part 1 |
| ➤ Nov. 8, 2023 | Visioning Recap; Sustainability Goals |
| ➤ Dec. 13, 2023 | Programming Outcomes |
| ➤ Jan. 10, 2024 | Bubble Diagrams and Site Plan Diagrams |
| ➤ Feb. 7, 2024 | Site and Floor Plans |
| ➤ Mar. 6, 2024 | Site and Floor Plans Update |
| ➤ <i>Mar. 20, 2024</i> | <i>Short List and Costs</i> |
| ➤ Apr. 3, 2024 | Approve Draft PDP for Submission |



July Progress:

- ✓ Existing Conditions Site Visits – week of July 24th
- ✓ Principal Interviews – in progress
- ✓ Peer Schools List – in progress
- ✓ Demographer – Data Collection
- ✓ Visioning – Create flyer for participant engagement
- ✓ Outline Visioning Sessions



Educational Visioning



Wilmington Elementary School Building Project

Visioning - Call for Volunteers

Help us define and shape the future for our Pre-K to 5th grade learners



Session #1 - District-wide Topics

Sept. 19th
1:00 PM to 4:00 PM
Shriners Auditorium or
Remote via Zoom

or

Sept. 19th
6:30 PM to 9:30 PM
Shriners Auditorium or
Remote via Zoom



Session #2 - Learning and Teaching

Sept. 26th
1:00 PM to 3:30 PM
Shriners Auditorium or
Remote via Zoom

or

Sept. 26th
6:30 PM to 9:00 PM
Shriners Auditorium or
Remote via Zoom



Session #3 - Overall Building Planning

Oct. 17th
1:00 PM to 3:00 PM
Shriners Auditorium

or

Oct. 17th
6:30 PM to 8:30 PM
Shriners Auditorium



Session #4 - Individual Space Planning

Oct. 24th
1:00 PM to 3:00 PM
Shriners Auditorium

or

Oct. 24th
6:30 PM to 8:30 PM
Shriners Auditorium



WILMINGTON PUBLIC SCHOOLS

To Volunteer

Register by 9/8/23

Register Here

<https://forms.gle/spyxFebKHjeHaowG8>

Or Call

978-694-6000, Option #4



Session #1 - District-wide Topics

Sept. 19th
1:00 PM to 4:00 PM
Shriners Auditorium or
Remote via Zoom

or

Sept. 19th
6:30 PM to 9:30 PM
Shriners Auditorium or
Remote via Zoom



Session #2 - Learning and Teaching

Sept. 26th
1:00 PM to 3:30 PM
Shriners Auditorium or
Remote via Zoom

or

Sept. 26th
6:30 PM to 9:00 PM
Shriners Auditorium or
Remote via Zoom



Session #3 - Overall Building Planning

Oct. 17th
1:00 PM to 3:00 PM
Shriners Auditorium

or

Oct. 17th
6:30 PM to 8:30 PM
Shriners Auditorium



Session #4 - Individual Space Planning

Oct. 24th
1:00 PM to 3:00 PM
Shriners Auditorium

or

Oct. 24th
6:30 PM to 8:30 PM
Shriners Auditorium

Next Steps



August 2023 Look Ahead

- ☐ Document findings from site visits
- ☐ Continue Principal Interviews
- ☐ Meet with Key Staff
- ☐ Finalize Peer Schools visits
- ☐ Demographer – Complete Data Analysis
- ☐ Coordinate visits for Peer Schools
- ☐ Confirm participants for Visioning
- ☐ Visioning – Develop Presentations



Communication Protocol



Q & A

