

Minutes  
Farmington High School Renovation Committee  
Wednesday, June 1, 2016

**Present:**

William Wadsworth  
Justin Bernier  
Johnny Carrier  
Jean Baron  
Hilary Donald  
Dan Kleinman  
Mecheal Hamilton

Kathy Eagen, Town Manager  
Kathy Greider, Superintendent  
Russ Arnold, Dir. of Public Works  
Bill Silva, High School Principal  
Tim Harris, Dir. Of School Facilities  
Vincent La Fontan, School Business Manager  
Meredith Trimble, Town Council Liaison  
Kathryn Howroyd, Clerk of the Committee

**A. Call to Order.**

The chair called the meeting to order at 4:32 p.m.

**B. Public Comment.**

Pam Fisher, of 5 Jules Court in Unionville thanked the committee for their service and dedication to the RFP selection process. She encourages the committee to begin outreach efforts to increase public awareness on the FHS renovation project.

**C. Minutes.**

**1) To approve the attached May 11, 2016 minutes.**

Upon a motion made and seconded (Donald/Carrier) it was unanimously VOTED: to approve the May 11, 2016 minutes.

**D. To review the attached NEASC Report.**

Superintendent Kathy Greider introduced the NEASC Report to the committee. Farmington High School anticipates a visit from NEASC every ten years; however, it has been eleven years since their last visit.

FHS Principal Bill Silva provided the committee with a document that contains excerpts from the NEASC report that are relative to school facility issues. A copy of this document is recorded with these minutes. Of the 21 recommendations provided by NEASC, the three recommendations relative to facility issues are as follows:

- Recommendation: Address all facility issues that hinder full implementation of the curriculum (page 33).
- Recommendation: Identify and address the limitations of the library media facility on furthering development of program delivery (page 84).

- Recommendation: Remedy all facility issues to ensure compliance with all state and federal laws and regulations, including those related to ADA compliance issues, and to fully support the educational program (Page 96).

Mr. Silva explained that the findings in the report were not unexpected and are consistent with the other reports and reference documents provided to the committee. He did note that FHS was put on warning for the Standard on Community Resources for Learning. A special progress report will be due to NEASC on March 1, 2017 indicating the status on each recommendation. The formation of the FHS Building Committee will help address the facility issues that were highlighted in the recommendations.

**E. Executive Session: Review and Discussion of RFP Responses for Architectural Services in accordance with Conn. Gen. Stat. §§ 1-200(6) and 1-210(b)(24).**

Upon a motion made and seconded (Kleinman/Baron) it was unanimously VOTED: to move to Executive Session for the review and discussion of RFP Responses for Architectural Services at 4:37 p.m. with voting and non-voting members of the Farmington High School Renovation Committee present.

The committee returned to Open Session at 5:16 p.m.

**F. To select the final candidates for interviews.**

Upon a motion made and seconded (Baron/Kleinman) it was unanimously VOTED: to select Quisenberry Arcari Architects, Kaestle Boos Associates, Inc., Tai Soo Kim Partners and JCJ Architecture for an interview with the Farmington High School Renovation Committee.

The RFP Rating Summary Form is recorded with these minutes.

**G. To discuss and approve the Interview Rating Form.**

Jean Baron suggested adding criteria to the interview rating form that addresses the firm's ability to create a media/marketing campaign and how they will handle public outreach to bring the renovation project to referendum.

Upon a motion made and seconded (Kleinman/Carrier) it was unanimously VOTED: to approve the Interview Rating Form subject to revision.

**H. To select two (2) interview dates.**

The committee selected the following dates for interviews:

Wednesday, June 15, 2016; interviews will begin at 4:30 p.m. in the FHS Library.

Wednesday, June 22, 2016; interviews will begin at 3:30 p.m. in the FHS Library.

Interviews will be limited to one hour per firm. The firms will be selected for a time slot via lottery and notified by the Town Manager.

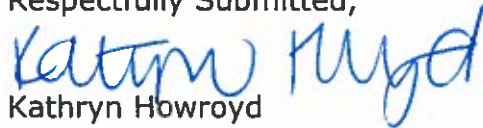
**I. Other Business.**

None.

**J. Adjournment.**

Upon a motion made and seconded (Carrier/Kleinman) the meeting adjourned at 5:51 p.m.

Respectfully Submitted,



Kathryn Howroyd  
Clerk of the Committee

**Excerpts from the FHS NEASC Report**

In some instances the facility inhibits the delivery of curriculum. There is some difficulty in interdepartmental collaboration because of the sprawl of the building. The heating units in some classrooms are so loud that it makes it difficult for students to hear and for teachers to deliver curriculum. Lack of cooling systems throughout the school have prevented teachers from implementing curriculum in their own classrooms during extreme weather conditions due to the need to move classrooms and even resulted in the early dismissal of school on one day. **(Page 29)**

...no changes have been made to the schedule due to facility issues. The school building layout has proven to be a challenge, as there have been multiple additions over the years and there is not a clear "flow" to the design. There is currently a four-minute hallway passing time, which does provide enough time for all students to get from one end of the building to the other as the school is approximately one-quarter mile long. Many students use an outdoor cut-through, which can be challenging in poor weather. **(Page 61)**

...providing adequate space to meet the competing demands of this small facility is an ongoing challenge. Despite the physical limitations of the facility, the library media staff provide a high quality program with strong resources and a very welcoming atmosphere. **(Page 80)**

While the school develops and plans programs to ensure the maintenance of the building and school plant, maintains, catalogues, and replaces equipment, and keeps the school clean on a daily basis, funding the necessary upgrades of the building will ensure appropriate delivery of curriculum, instruction, programs, and services. **(Page 86)**

Several wings of the school are without air conditioning and become uncomfortably hot during warm weather days and is nearly a universal complaint among students, staff, and administrators. The board of education is aware of the shortcomings of the facility, and recently commissioned a study to design and propose a new high school facility to meet the curricular, legal, safety, and climate needs of all students. By planning, budgeting, and implementing a long-term plan to provide sufficient programs, services, technology, enrollment, staffing needs, and short-term facility needs, the school and community are able to provide relevant and engaging educational experiences for their

students; however, developing and funding a long-term plan to address facility needs will remove the restrictions they place on future improvement and growth. **(Page 87)**

The school site and plant do not support the delivery of high-quality school programs and services in all areas.

While the heat of the building poses challenges to teaching and learning, the inconsistencies between zones of the facility also is problematic for students and teachers.

Although they are committed to making it work, staff and administrators are frustrated with the building, and the limitations it places on their ability to expand, improve, and enhance curricular and co-curricular offerings.

...the library does not support the implementation of 21st century curriculum or independent inquiry. Although the space has some computers, there is not enough space or technology to support student inquiry. Several spaces have been reclaimed from the library to create offices or classrooms for other programs, which has inhibited efforts to create dynamic spaces that can be used for research or classwork. There are no rooms for classes to meet or for students to work quietly on projects. Moreover, the second floor of the library is completely inaccessible for students with physical disabilities. Consequently, due to the creativity of the faculty and staff, the existing schedule with 42-minute classes and four lunch waves, and the efforts of all involved, the facility can sustain the current curricular offerings. When the school site and physical plant can fully support the delivery of current and future high quality programs and services, teaching and learning, and opportunities for student learning and growth, will be maximized. **(Page 90)**

...the physical plant and facilities are not fully compliant with federal and state laws.

The Office of Civil Rights report from June 2014 cites multiple non-compliance concerns with the Americans with Disabilities Act, including access to the auditorium and stage, the library media center, portions of the world languages and fine arts departments, and a section of the nurse's office. **(Page 92)**

**Recommendation**

Address all facility issues that hinder full implementation of the curriculum (**Page 33**)

**Recommendation**

Identify and address the limitations of the library media facility on furthering development of program delivery (**Page 84**)

**Recommendation**

Remedy all facility issues to ensure compliance with all state and federal laws and regulations, including those related to ADA compliance issues, and to fully support the educational program (**Page 96**)

RFP Rating Summary Form

**Project Name:** FHS Schematic Design

**Project Description:** Schematic Architectural design and related engineering and cost estimated services for the renovations at Farmington High School

Firm Name	Baron	Bernier	Carrier	Donald	Hamilton	Kleinman	Wadsworth	Average
1. Quisenberry Arcari Architects	60	58	58	47	56	59	45	54.71
2. Kaestle Boos Associates, Inc.	60	49	57	46	49	59	52	53.14
3. Tai Soo Kim Partners	54	43	49	53	57	55	48	51.29
4. JCJ Architecture	52	43	52	49	54	53	44	49.57
5. Antinozzi Associates	54	45	47	48	48	49	55	49.43
6. Moser Pilon Nelson Architects	55	48	48	45	54	47	41	48.29
7. Tecton Architects	60	34	48	38	51	60	40	47.29
8. Friar Associates	58	54	38	45	51	39	42	46.71
9. Steffian Bradley Architects	47	36	33	33	53	47	39	41.14
10. Northeast Collaborative Architects	38	30	35	25	46	36	35	35.00

Summary Prepared By: Kathryn Hawroyd  
Printed Name

Signature Preparer: Kathryn Hawroyd Date: 5/31/16