



## JANNEY ELEMENTARY SCHOOL

MEETING MINUTES of the **SCHOOL IMPROVEMENT TEAM (S.I.T.) Meeting** -  
December 14, 2010

ATTENDEES: Mel Butler OPEFM [mel\\_butler@urscorp.com](mailto:mel_butler@urscorp.com)  
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SIT Committee Members Please see Distribution List

Minutes Prepared By: Tom Henderson

***The following items were discussed:***

### OLD BUSINESS

1. Construction Update: Sarah C. advised that:
  - a. Sitework –; Completed rough grading for 98% of the Addition site;
  - b. Foundations –. Complete with the exception of the southwest corner at the story-telling area, west outside stair, and the Pre-K area. Will be complete in the next 3 weeks, weather permitting.
  - c. MEP – all underground/under slab rough-in is complete at the lower level.
  - d. Concrete – 2/3 of the slab-on-grade is complete at the lower level.
  - e. Masonry – CMU block is underway at Stair #2/ Elevator core area. Work to commence on the on the west wall and south side interior walls in the next 3 weeks, weather permitting.
  - f. Steel – In fabrication.
2. Milestone Update: Sarah C. advised that:
  - a) Steel Erection Commences: approx. December 27, 2010
  - b) Building steel topped out – End of February
  - c) Building dry – March, 2011
  - d) Curb, gutter & sidewalk replacement along Albemarle/42nd Streets – Spring/Summer 2011
  - e) Addition complete – June 30<sup>th</sup>, 2011
  - f) Parking garage underway - March, 2011
  - g) Parking garage complete - August, 2011
  - h) Building renovation complete - August, 2011
3. Project Impact on Adjacent Streets:
  - a. 42<sup>nd</sup> St. – Lane Closure
  - b. 42<sup>nd</sup> St. – Sewer Tie-in
  - c. Albermarle St. – Electrical Vault

d. Albermarle St. – Water Tie-in and new 8” water main

7. Corridor Floor Patterns: Corridor Floor Patterns: D+P presented floor patterns which were an interpretation of the ideas presented by the SIT. D+P action items include:
- First Floor – maintain Janney logo, add “N” or “S” , maintain remaining stone floor pattern throughout.
  - Second Floor – add “N”, “S”, “E” and “W”; provide tick marks for multiples of 5, 10, 20.
  - Third Floor – expand planet layout to be “to scale”; provide a pattern of integers.
  - Lower Level – maintain stone flooring pattern throughout.

Revised patterns are with the school for their review.

9. Multi-purpose Room Exit Doors: Nanawall cut sheets have been forwarded. D+P to bring any new/revised cut sheets to next meeting. ACTION: D+P

10. Multi-purpose Room Sound System: Winmar-Dustin is working on an AV package that works within the budget. ACTION: Winmar-Dustin

11. Egress during Garage Construction: 11x17 drawings were shown showing proposed egress during garage construction. Waiting on confirmation/meeting with Brian Killian at OPEFM. ACTION: Winmar-Dustin and OPEFM

13. Refuse (i.e. Dumpster) Management during Garage Construction: Drawing was accepted as presented. Winmar-Dustin to indicate actual passage at St. Ann’s “driveway” on sketch and indicate distinction of public alley vs. St. Ann’s driveway. ACTION: Winmar-Dustin

15. Soccer Field Noise: After some discussion, it was noted by the Principal that it is the School’s role to be mindful and responsive to issues regarding site noise as they arise.

16. Security: Security is a major concern. D+P presented a possible location for the additional fencing at the bottom of the south terrace steps. D+P will present sketches at the next meeting. ACTION: D+P

19. Funding for Underground Parking Garage: OPEFM indicated that funding for the ‘full-size’ garage as depicted in the Permit Set of drawings has been requested of City Council via a Re-programming of OPEFM funds. No change. ACTION: OPEFM

20. Security during Construction: Winmar-Dustin has the glass and expanded wire mesh for the library demountables and needs to coordinate installation with the school. ACTION: Winmar-Dustin

21. Janney ES Environmental Review and Environmental Impact Screening Form: Winmar-Dustin to make both documents available on the Janney website. ACTION: Winmar-Dustin

22. Fire Department Access to Rear of Building: Discussion about the need for and contingency plans for DCFD access to the rear of the building in case of emergencies. Still underway – need to meet with Brian Killian from OPEFM. No Change. ACTION: Winmar-Dustin and OPEFM

23. Library Trailer Usage During Garage Construction: Winmar/Dustin advised that the 'footprint' of the U/G parking garage encroaches slightly on the existing library/media center trailer. W-D to consider options to negate impact, i.e., sequence of construction; size/shape of garage. No change. ACTION: Winmar-Dustin

24. Site Lighting:A site lighting layout was presented by D+P. D+P will add building mounted fixtures to the layout for the next meeting.. ACTION: Devroux & Purnell

25. Eastern Greenspace Availability: Forrester has moved back the fence line and placed temporary mulch. More mulch will be added so that no more than a 4" step occurs at the playground. Permanent fencing to be installed within 2 weeks. Sod to be installed later as weather allows.. ACTION: OPEFM to follow-up

## **NEW BUSINESS**

26. Furniture, Fixtures, and Equipment (FF&E): Classroom furniture package is with the school for their review.

27. Structural Steel Work at Existing Janney School: Winmar-Dustin to schedule all work to the existing building outside of regular school hours due to noise and impact on class. ACTION: Winmar-Dustin

28. Underground Parking Garage: Winmar-Dustin requested clarification on the use of the garage: Public use? Hours of operation? Visitor access?

29. Room Numbers: Winmar-Dustin requested school review of the room names and numbers. Ann says she needs this information. ACTION: Winmar-Dustin/D+P

30. OCTO Requirements: Ann is working on a list of rooms to identify telephone locations needed for OCTO's Bill of Materials.

End of Minutes

*The above information constitutes my understanding of the meeting on the date listed. If anyone has any additions or corrections, please contact me immediately. Any corrections will be added to the next set of meeting minutes. Thank you.*

Distribution:

All Present  
SIT Committee –  
Ann Beumel  
Tawanna Franklin  
Kirk Rankin  
Jonathan McHugh  
Emily Gustafsson-Wright  
Lauren Rockwell  
Norah Lycknell  
Jack Richotte  
Elizabeth Snel  
Beverly Sklover  
Karen Harris  
Sam Serebin

Janney ES Project Team -  
Barbara Laurie  
Chuck Guntner  
Janney ES Website