INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, February 23, 2015
Northfield High School, Media Center

AGENDA

I. Call to Order

II. Agenda Changes / Table File

III. Public Comment
This is an opportunity for members of the school district to address the Board. You are requested to do so from the podium. After being recognized by the chair, each individual will identify himself/herself and the group represented, if any. He/She will then state the reason for addressing the Board. To insure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. Please know that this is not a time to debate an issue, but for you to make your comments.

IV. Approval of Minutes

V. Announcements and Recognitions

VI. Items for Discussion and /or Reports.
1. ATS&R Preliminary District Master Facilities Plan.

VII. Superintendent's Report
A. Items for Individual Action
1. 2015-2016 School Year Calendar.

B. Items for Consent Grouping
1. Grant request.
2. Personnel Items.

VIII. Items for Information

IX. Future Meetings
Monday, March 9, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, April 13, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

NORTHFIELD PUBLIC SCHOOLS
MEMORANDUM

Monday, February 23, 2015, 7:00 PM
Northfield High School Media Center

TO: **Members of the Board of Education**
FROM: **L. Chris Richardson, Ph. D., Superintendent**
RE: **Explanation of Agenda Items for the February 23, 2015, School Board Meeting**

I. Call to Order

II. Agenda Changes / Table File

III. Public Comment

IV. Approval of Minutes
Minutes of the Regular School Board meetings held on February 9, 2015, are enclosed for your review and comment.

V. Announcements and Recognitions

VI. Items for Discussion and / or Reports
1. ATS&R Preliminary District Master Facilities Plan.
Mark Hayes, Lead Architect for ATS&R, will present and review the preliminary District Master Facilities Plan documents. The presentation will include a brief review of the previously presented deferred maintenance projects identified for each building based on a review and walk-through by ATS&R staff, as well as a summary of the information gathered from staff, student and parent/community meetings held in each facility during the development of the preliminary plan. The major focus of the presentation will be ATS&R's review of the educational adequacy of each building and the development of potential remodeling, repurposing and construction approaches that could increase the ability of our facilities to meet the needs of our students now and into the future.
Each approach will include the rationale for consideration, a schematic drawing of the approach's scope and an initial estimate of the associated cost. Ample time for Board questions will follow, as well as a discussion about how we might share the results of the preliminary plan with staff, parents and the community.

VII. Superintendent's Report
A. Items for Individual Action
1. 2015-2016 School Year Calendar.
At the February 9th Board meeting the 2015-16 school year calendar, as recommended by the District Meet and Confer Committee, was presented. The calendar maintains 174 student contact days and reflects the interests identified by the District. The calendar also addresses the need to identify student make-up days in the event that we experience more than two school closings in the coming year. The Board will be asked to take action on the proposed 2015-2016 school year calendar on Monday evening.

Superintendent's Recommendation: Motion to approve the 2015-2016 school year calendar as recommended by the District Meet and Confer Committee.

B. Items for Consent Grouping
Superintendent's Recommendation: Motion to approve the following items listed under the Consent Grouping.
1. Grant Request.
Community Services is a member of the Early Childhood Initiative Coalition (ECIC). Sara Line, Early Childhood Coordinator, is its coordinator, and the school district is the fiscal agent. ECIC is requesting from the Southern Minnesota Initiative Foundation (SMIF) products totaling $10,000 to create a family friendly book area (Reading Room Oasis) in the Atrium at the Northfield Community Resource Center (NCRC). The grant application is enclosed.

2. Personnel Items.
   a. Appointments*
      1. Melissa Bolton, SpecEd/GenEd Educational Assistant-PCA at Bridgewater for 7.0 hours/day beginning 02/19/2015 – 06/05/2015; SpecEd EA-PCA 6.5 hours/day, Step 1, $13.73/hour; GenEd EA-Supv. 0.5 hours/day, Step 1, $13.21/hour.
      2. Sara Gerdesmeier, EarlyVentures Site Assistant at Longfellow EV program for up to 15 hours/week beginning 02/17/2015 – 06/05/2015; Step 1, $11.67/hour.
      3. Alyssa Hare, Targeted Services PLUS Club Leader at Bridgewater/Sibley Elementary for 1 hour/day (M-Th) beginning 02/23/2015 – 05/28/2015; $18.68/hour.
      4. Catherine Lovrien, Middle School Youth Center Site Assistant at the Middle School for up to 2.5 hours/day (10 hours/week-M-Th) beginning 02/19/2015 – 05/21/2015; Step 1, $11.67/hour.
      5. Taylor Murry, 9th Grade Assistant Girls Softball Coach at the High School beginning 03/09/2015 – 06/05/2015; Hourly $14.00/hour.
      6. Caroline Ponessa, Assistant Girls Softball Coach (10th grade) at the High School beginning 03/09/2015 – 06/05/2015; Level F, Step 1.
      7. Nicole Youngberg, CS Fall/Winter/Spring Recreation Staff beginning 02/14/2015 – 05/31/2015 (WSI $10.00/hour; Lifeguard $8.50/hour).
      8. Event Workers/Rock n' Roll Revival Workers beginning 03/02/2015:
         Janet Amundson, Lindsay Ankrum, Rochelle Bultman, Sara Bultman, Barbara Carozza, Nikki Davidson, Jan Gillen, Phoebe Gray, Chantell Johnson, Nancy Johnson, Shari Karlsrud (asst), Madeline Knutson, Nicole Krenzel, Shandice Kuntze, Tal Lauseng, Brianna Lepinski, Naomi Munggai, Tammy Rezac (asst), Meleah Richter, Marlene Rojas Lara, Christina Schwietz, Michelle Seeley, Bonnie Stowe, Nita Swedin, Lee Wilson, Sandra Zieske

   b. Increase/Decrease/Change in Assignment
      1. Collette Carras, GenEd EA at the Middle School, add TS PLUS Site Assistant at Greenvale Park for approximately 1.5 hours/day (M-Th) beginning 02/23/2015 – 05/28/2015; Step 1, $11.67/hour.
      2. Jonna Hanek, Evening Custodian at the Middle School, change to Evening Custodian at Sibley/Greenvale Park beginning 02/23/2015.
      3. Jerry Jarvis, Custodian at Greenvale Park/Sibley, change to Custodian Engineer at the Middle School for 8 hours/day and 2nd shift security with stipend beginning 02/16/2015.

   c. Leave of Absence
      1. Jaclyn McKay, Family/Medical Leave of Absence beginning on or about May 27, 2015 and continuing through the end of the 2014-15 school year.

   d. Resignations / Retirements
      1. Deborah Bakke, First Grade Companeros Teacher at Greenvale Park, retirement effective 6/5/2015.
      2. Joe Jorgensen, Assistant Boys/Girls Track Coach at the High School, resignation effective 2/13/2015.
      3. Willson Oppedahl, Educational Assistant at the High School, resignation effective 02/27/2015.

   * Conditional offers of employment are subject to successful completion of a criminal background check.

VIII. Items for Information

IX. Future Meetings
Monday, March 9, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, April 13, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Minutes
February 9, 2015
Northfield High School Media Center

I. Call to Order.
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education to order at 7:00 PM. No one was absent.

II. Agenda Changes / Table File
The table file was added.

III. Public Comment
There was no public comment.

IV. Approval of Minutes
On a motion by Quinnell, seconded by Iverson, minutes of the Regular School Board meetings held on January 26, 2015, were unanimously approved.

V. Announcements and Recognitions
- The Northfield High School TORCH team was recently awarded a grant from Workforce Development for the second consecutive year. The grant will allow the TORCH team to continue to support students with Financial Literacy, Post-secondary planning and preparation and Career Exploration and Job Search Skills.
- Congratulations to Jackie Magnuson's 7th and 8th grade FACS class for winning $500 from the Popcorn Board's Popcorn Pep Club Contest this past fall. The video prepared by the students showed Northfield Middle School's Popcorn Pep Club creating interesting science experiments, yummy math problems and very creative snacks.
- The Music Listening team took 1st, 3rd and 5th at regions on January 24th. All three teams scored in the top 10% of all competing teams state-wide. The first place team of seniors William Beimers, Henry Beimers and Nicholas Pelletier went on to State on February 6. Eighteen teams participated in State, and Northfield won with a score of 96/100. The next closest team had 87/100. This is the third State Championship in a row for this team, and their fourth state trophy in four years. It is only the second "three-peat" in the 26 year history of the Music Listening Contest. Congratulations to the senior team!
- Superintendent Richardson thanked Board member Anne Maple and community member Fritz Bogott for visiting legislators at the Capitol earlier this month.

VI. Items for Discussion and / or Reports

1. Presentation by the Robotics Team.
Northfield High School's Robotics Team made a presentation. This is the second year that Robotics is being offered as a class at NHS with Industrial Technology Teacher Steve Taggart. Four adult mentors from the engineering community help the 28 students in class to learn and develop new skills. Since the Robotics team was founded in 1989, $65,000 has been raised from local businesses to support the building of a robot for competition. The first weekend in January a new challenge is released and teams have six weeks to build a robot that will successfully accomplish the challenge. This year the North Star Regional competition will be held April 2, 3, and 4 at the University of Minnesota.

2. Financial Forecast and 2015-16 General Fund Budget Plan.
Val Mertesdorf, Director of Finance, presented the financial forecast and preliminary budget plan parameters and timeline for the 2015-16 school year. The financial forecast is based on information the District already knows along with a set of assumptions for the next several years, such as enrollment and the amount of state aid provided by the legislature. While the District is currently financially sound, we want to be proactive in our decision-making so we can make the right choices for our students, staff and community. The financial projections show that the District may need to look at budget adjustments for the 2016-17 school year depending on the level of funding provided by the State in the next biennium. Administration told the Board that there are many decision points that must be reached before the District would implement budget adjustments based on this

forecast. The forecast is really a tool for awareness and information sharing to guide the decision-making process.

3. Information on the General Fund Basic Formula.
Superintendent Richardson presented his rationale for the Legislature and Governor to increase the General Fund Basic Formula for the next biennium by 2-3% each year to maintain the buying power of the formula adjusted by inflation. Dr. Richardson first shared this document at the Minnesota Association of School Administrators (MASA) Legislative Forum on February 7.

VII. Superintendent's Report

A. Items for Individual Action

1. Policy Revisions.
On a motion by Stratmoen, seconded by Maple, the Board unanimously approved revised Board Policy 406, Public and Private Personnel Data; Board Policy 410, Family and Medical Leave; Board Policy 526, Hazing Prohibition; and Board Policy 619, Staff Development for Standards.

2. Resolution Requiring Administration to make Recommendations regarding Programming and Staffing for Next Year.
On a motion by Iverson, seconded by Hardy, the Board unanimously authorized the administration to make recommendations for additions and reductions in program and for adding or discontinuing positions for the 2015-2016 school year. Voting 'yes' was Hardy, Maple, Iverson, Colangelo, Quinnell, Stratmoen and Pritchard. No one voted 'no.'

B. Items for Consent Grouping
On a motion by Colangelo, seconded by Maple, the Board unanimously approved the following items listed under the Consent Grouping.

1. Cooperative Sponsorship.
The Board dissolved our current cooperative sponsorship with Randolph Public Schools and Arcadia in Boys Swimming and Diving and then entered into a non-exclusive cooperative sponsorship with Arcadia in Boys Swimming and Diving.

2. Appointment of Local Education Agency (LEA) Representative.
The School Board appointed Director of Teaching and Learning Mary Hanson to act as the LEA Representative in filing the Title III Improvement Plan.

3. Personnel Items.
   a. Appointments*
      1. Jamie Johnson, CS Fall/Winter/Summer Recreation Staff (WSI $10.00/hour, Rec Staff $8.00/hour) beginning 02/09/2015 – 05/31/2015.
      2. Caroline Lauth, CS Fall/Winter/Summer Recreation Staff $8.00/hour beginning 02/07/2015 – 05/31/2015.
      3. Taylor Murry, 1.0 FTE Special Education Teacher at the High School beginning 02/23/2015; BA, Step 0.
      4. Scott Peterson, Head Boys Track Coach at the High School beginning 03/09/2015 – 06/06/2015; Level A, Step 8.
      5. Elizabeth Pfieffer, 1.0 FTE Special Education Teacher at the High School beginning 01/30/2015 – 06/05/2015; BA, Step 0.
      6. William Seeberg, Homebound Instructor at Sibley/Special Education for 5 hours/week beginning 01/19/2015 and continuing for approximately 8 weeks; BA60, Step 14.
      7. Deborah Seitz, Assistant Boys/Girls Track Coach at the High School beginning 03/09/2015 – 06/06/2015; Level F, Step 4.
      8. Brooke Taylor, KidVentures Student Site Assistant at Greenvale Park for up to 15 hours/week beginning 02/09/2015; $8.39/hour.
      9. Karl Viesselman, Assistant Boys/Girls Track Coach at the High School beginning 03/09/2015 – 06/06/2015; Level F, Step 7.

10. Community Services Fall/Winter/Spring Recreation Positions beginning 02/09/2015 – 05/31/2015: Erin Johnson – Swim Lessons $8.25/hour; Cassandra Paulsen - Swim Lessons $11/hour; Samantha Sharpe - Lifeguard $8.50/hour.
11. Event Workers beginning 2/4/2015: Joel Leer
12. Rosemary Fink, DCD SP Teacher at the High School for 8 hours/day beginning 02/02/2015 – 06/05/2015; MA, Step 14.
13. Anthony Seidl, Eagle Bluff Coordinator for Community Services beginning 02/13/2015 – 09/01/2015; $1,500 Stipend.

b. Increase/Decrease/Change in Assignment
1. Peggy Mills, KidVentures Site Assistant at Sibley for 18.5 hours/week, increase to 22.25 hours/week beginning 02/02/2015.
2. Deb Seitz, Special Education Teacher at the Middle School, add Homebound Instructor at Sibley for 5 hours/week, beginning 01/05/2015 to date to be determined.
3. Pilar Sullivan, GenEd EA at Longfellow for 10.5 hours/week, change to SpecEd EA-PCA at Longfellow for 10.5 hours/week (3 days/week) beginning 01/05/2015 – 06/05/2015.
4. Elizabeth Ziemann, Kindergarten Teacher at Greenvale Park, add Targeted Services PLUS Teacher at GVP for 1.25 hours/day (1 day/week) beginning 02/02/2015 – 05/28/2015; Year 1, $27.11/hour.
5. Christa Danielson, Kindergarten Teacher at Bridgewater, add Targeted Services Recruitment Specialist at BW for up to 35 hours/year beginning 02/06/2015 – 08/10/2015; Year 11, $28.22/hour.
6. Zach Greenlund, SpecEd Bus EA-PCA at Longfellow, change to Substitute SpecEd Bus EA-PCA beginning 01/05/2015 – 06/05/2015.
7. Alisha Jamshidi, SpecEd EA-PCA at Sibley, add Targeted Services Club Leader at Sibley for up to 4 hours/week (M-Th) beginning 02/09/2014 – 04/16/2015; $18.68/hour.
8. Yolanda Loken, SpecEd EA-PCA at Longfellow for 24.25 hours/week, increase to 30.75 hours/week beginning 01/19/2015 – 06/05/2015.
9. Lori Malecha, Temporary Child Nutrition Manager I at Sibley, change to Child Nutrition Manager I at Sibley for 7 hours/day beginning 02/01/2015.
10. Abraham Zamora, SpecEd EA-PCA at the High School for 6.75 hours/day, decrease to 6.0 hours/day, add SpecEd EA-Bus PCA at the High School for 1.5 hours/day beginning 01/05/2015 – 06/05/2015.

c. Leave of Absence
1. Andrew Unseth, Family/Medical Leave of Absence beginning 01/08/2015 and continuing for up to 60 work days.

d. Resignations
1. Scott Peterson, Assistant Track Coach, resignation effective 1/27/2015.
2. Bill Sonnega, Alpine Ski Team Head Coach, resignation effective 02/12/2015.

*Conditional offers of employment are subject to successful completion of a criminal background check.

VIII. Items for Information

1. 2015-2016 School Year Calendar.
A draft of the 2015-16 school year calendar was given to the Board for their review. The calendar draft was recommended by the District Meet and Confer Committee, which met on January 29. The calendar maintains 174 student contact days and addresses the need to identify student make-up days in the event that we experience more than two school closings in the coming year. The Board will be asked to take action on the proposed 2015-2016 school year calendar at its meeting on February 23.

2. Enrollment Report – February 2015.

3. Upcoming Transformational Technology Listening Sessions.
Director of Administrative Services Matt Hillmann reviewed with the Board the 2015 Transformational Technology Feedback Plan prepared by Director of Technology Services Kim Briske. The goal during February is to gather as much authentic feedback as possible regarding school and home use of iPads and

technology in general. Listening and feedback sessions have been scheduled for staff in each school, as well as two evening sessions for families. The District Technology Steering Committee will meet in March to review the feedback and develop recommendations for moving into year three of Transformational Technology. Those recommendations will be presented to the School Board in April.

Board member Stratmoen commented on the thoughtful discussion earlier in the meeting regarding the School District's budget forecast. He then shared a personal story about budget cutting in a company where he previously worked.

IX. Future Meetings

Monday, February 23, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, March 9, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:00 PM.

Noel Stratmoen
School Board Clerk

Northfield
PUBLIC SCHOOLS



DISTRICTWIDE FACILITIES MASTER PLAN

February 18, 2015

ATS&R
PLANNERS / ARCHITECTS / ENGINEERS

Table of Contents

Executive Summary

In the spring of 2014, ATS&R, an architecture and engineering planning firm, was hired by Northfield Public Schools to conduct a comprehensive review of District facilities. The scope of the review was to include an architect and engineering analysis of the physical conditions of the buildings leading to the identification of repair and betterment needs that District Board and administration might consider addressing to ensure the continuing efficient operations of its buildings. ATS&R professional staff conducted this portion of the review.

The review was also to include a careful analysis of how effectively the buildings were supporting the educational programs and services provided within each and their educational adequacy. This review was to include an evaluation of both the efficient use of educational spaces (i.e. scheduling practices) as well their effectiveness (i.e. space and instructional utilization alignment.) This portion of the review was conducted by ATS&R professional staff and supported by a series of meetings, facilitated by District administration, with members of the community, school board, faculty and staff and students participating.

The findings of the architectural and program reviews are contained within this report. Finding highlights include:

- The District has in place a ten (10) year facility maintenance plan. This plan has been effectively used by the District in establishing annual repair and betterment priorities. It has efficiently utilized funds available through state funding formulas to maintain proper upkeep of its buildings.
- Through findings of a comprehensive demographic study, there appears to be no immediate 'pressure' on any of its buildings to expand to accommodate growth in student population. However, based upon a review of current building utilization, there are schools that are currently forced to use spaces that were not designed for student instruction to be used for this purpose. Additionally, one of the elementary schools (Greenvale Park) is underutilized. The recommended approaches to address educational adequacy in each building do not address the current imbalance in student enrollment in school building utilization.
- There exists some deferred maintenance items for most of the District's facilities that will need attention in the future. Those items cannot be addressed using capital outlay or health and safety funds that are available through state formulas.
- The two (2) newest buildings (Bridgewater Elementary and Northfield Middle School) are in good operating condition and need no repair and betterment needs beyond what can be accomplished through prioritization of state funding sources.
- The Bridgewater Elementary School is currently utilizing spaces that are undersized and were not designed to accommodate the special service programs that are located in them. There is also the need for a 'controlled' public entry. The Bridgewater site's ability to safely handle traffic flow into and away from the building immediately before and after school creates unsafe conditions for students and drivers. These conditions should be viewed as a priority.
- There appears to be two (2) approaches to addressing repair and betterment needs at Greenvale Elementary School. One approach is to provide necessary upgrades to the infrastructure to continue accommodating the existing K-5 program. The other approach is to provide more limited upgrades, at a lesser cost, and repurpose the building to accommodate EC/Community Services programs.

- Repair and betterment upgrades for Longfellow School, to accommodate current programs and services, will be very limited. However, somewhat more extensive costs would be incurred if a decision was made to repurpose the building for District Office and ALC use.
- There are specific repair and betterment needs for Northfield High School that have been identified in this review as well as upgrades and/or additions to the school to accommodate space needs in program areas such as music and physical education as well as a need for a 'controlled' public entrance. However, as noted within the body this report, a decision to do so would have long-term ramifications for future decisions related to the long-term use of this school.

There are significant costs associated with a Board decision to address only repair and replacement needs; said costs go beyond the scope of funds received annually through state funding sources. From this review, it is apparent that the decision to invest in its facilities and the size of that investment, should be determined based upon factors such as short-term versus long-term investment in each building and a decision related to how the building should be utilized.

There are also significant costs associated with a Board decision to address the educational adequacy of each building. From this analyses contained in this review, the decision to invest in its buildings to ensure facilities are appropriately supporting the educational programs and services provided by the District will be determined largely by the Board's decision to project long-term use for each of its building.

Finally, it is important to note that estimated costs for repair and betterment and for upgrades related to ensuring educational adequacy do not take into consideration possible additional costs associated with annual operating costs. Should a decision be made to expand the number of square feet of educational space the District operates, possible additional costs for operating that space would need to be calculated.

We want to thank the Northfield Board and administration for this opportunity to serve you.

Respectfully Submitted,

Mark Hayes, A.I.A.
ATS&R Partner

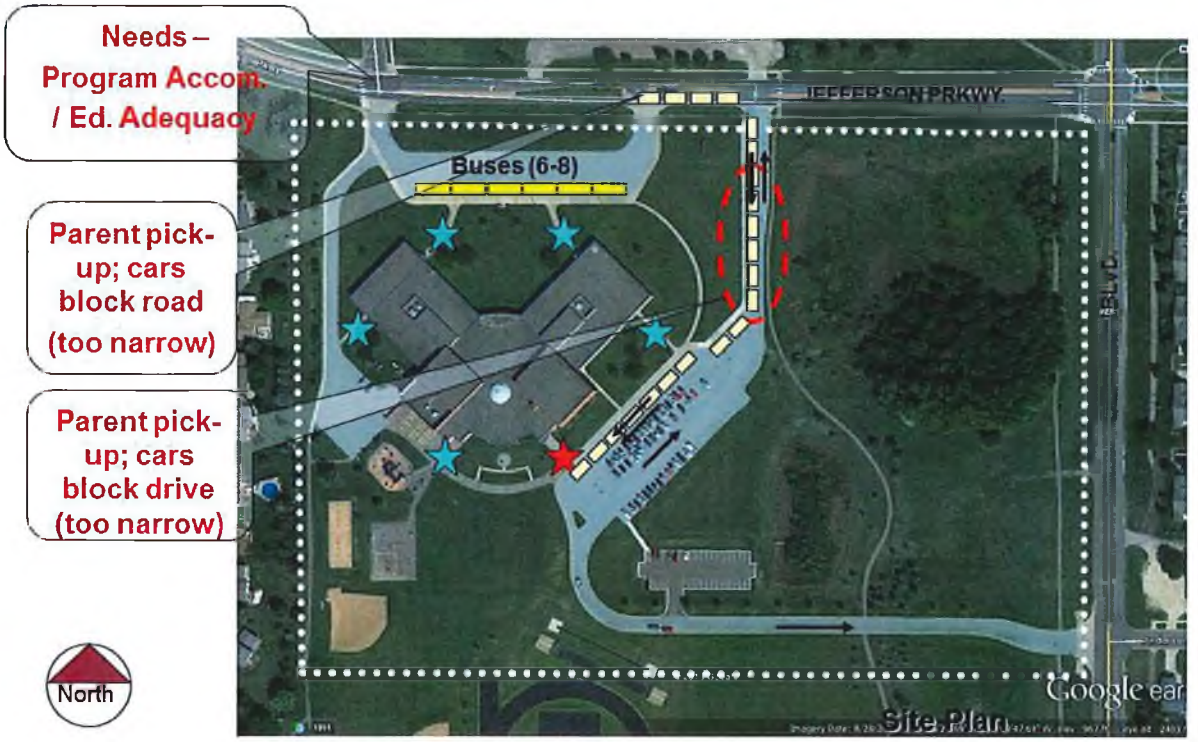
Tom Tapper, Ed. D.
ATS&R Senior Educational Planner

Section 1: Bridgewater Elementary School

Background

Bridgewater Elementary School is the newest elementary school in the District. As shown below, it sits on an approximate ten (10) acre site located in the southeast quadrant of the community. The building was constructed in 1998. It is approximately 84,000 sq. ft. Like each of the other two (2) elementary schools in the district, Bridgewater is a K-5 school serving approximately 564 students. Each grade contains four (4) sections. The photo below also shows the drive leading into the parent drop-off zone. It is narrow; created congestion and less than ideal safety conditions for students immediately before and after school.

Bridgewater Elementary School



Deferred Maintenance

The district has in place a ten (10) year maintenance plan for Bridgewater Elementary. This plan has been closely adhered to. From our review of the facility, our overall impression is that the building is in 'good' condition and has been well maintained. However, through our review, certain areas of concern were noted.

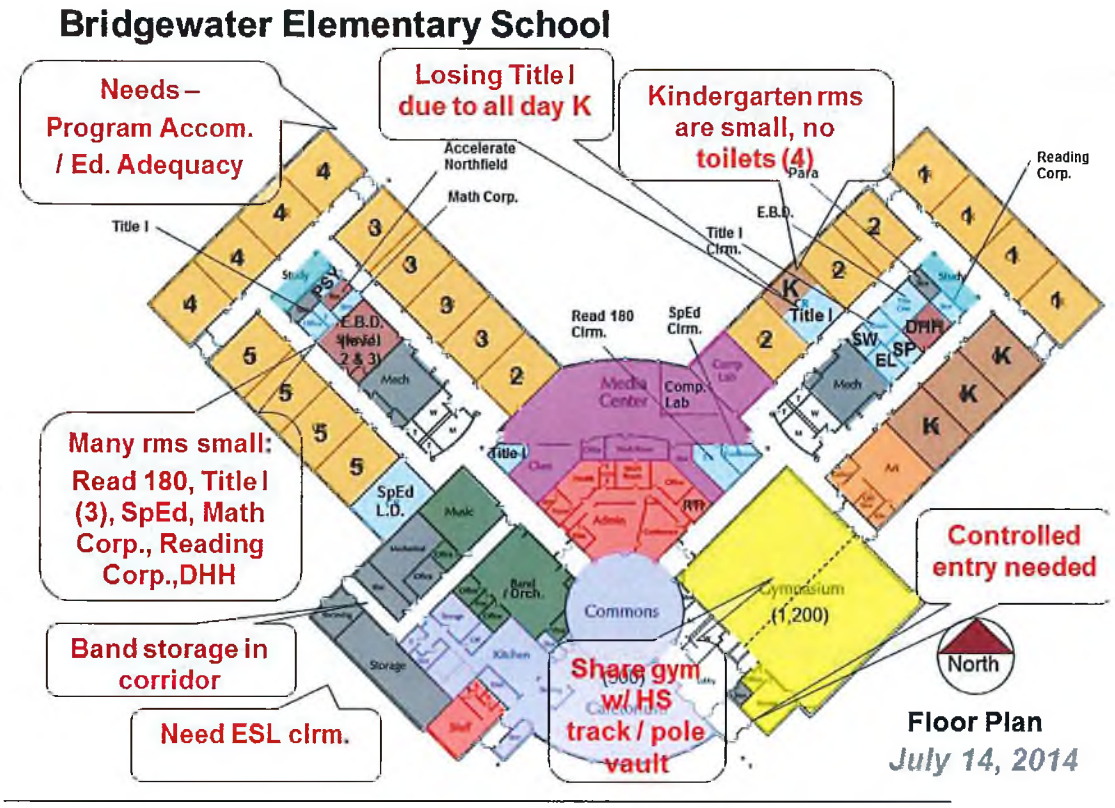
1. Monitoring of the exterior envelope of the school should be continued to help prevent possible water migration into the interior surfaces of the building through cracks and separation in the wall joints. Some minor repair has been completed over the past several years. However, more significant tuck point and joint repair work should be planned for the future.
2. Roof repair work was completed in both FY'14 and FY'15. Recognizing the typical life span of a building roof, the district should plan for a total roof replacement as early as 2017. In the interim, plans should be made to continue to monitor roof conditions and to repair as needed to avoid possible water penetration into the building.
3. There is evidence of carpet wear throughout the building.
4. Due to space limitations, Bridgewater converted rooms designed to serve as storage areas into small group learning areas. Repurposing rooms intended for storage into spaces used by students requires a different level of heating/cooling and air flow. The current HVAC system should be modified to provide proper circulation of air for students and staff in these converted spaces.
5. There were inefficiencies found in our review of the electrical system. Those included:
   - The lack of a 50KW generator that could be used during possible emergency and/or safety situations.
   - An inefficient and cost ineffective lighting system; consider installing occupancy sensors and LED lights
   - An 'arc flash' study is recommended to ensure the safety of school maintenance personnel.

Below is a summary of the costs associated with the above noted deficiencies. The largest costs are associated with roof repair. An item by item cost analysis has been included in the appendices.

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT				
Bridgewater Elementary School				
Deferred Maintenance				
	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1		$1,731,400
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2		$0
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3		$268,300
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3		**$1,999,700**
		Arch Level 1	$1,665,000	
		Mech Level 1	$57,000	
		Elec Level 1	$0	
		Tech Level 1	$9,400	
		Site Level 1	$0	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$1,731,400	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1		$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2		$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3		$67,200
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3		**$67,200**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE		**$2,066,900**
Other Factors to Consider:				
Hazardous Material Clean-up Costs				
Legal / Interest Costs, and Special Construction Services				

Educational Adequacy

For the purposes of this study, educational adequacy is the, "analysis of how well the structural organization of the building supports the educational programs and services currently in place in the school/district and how well it will support the changing trends of education well into the future." Several different processes were used in analyzing the educational adequacy of Bridgewater Elementary School. Those processes included a i) room utilization study, and ii) extensive discussions and surveys with key stakeholders in the district including the school board, district and school administration, faculty and staff, and students and parents from each school.



From the room utilization study

A comprehensive analysis of how each room was scheduled, staffed and utilized was conducted with the assistance of Bridgewater's building leadership. Some of the key findings are noted in the above illustration. They include:

- Lack of a 'controlled entry' for visitors to the school.
- Some rooms are too small to adequately support the instruction that takes place within them.
- Lack of needed space for storage of band instruments.
- Kindergarten rooms do not meet generally accepted size and do not contain private restrooms.

Other areas cited as concerns included:

- Many of the spaces currently being used as offices by faculty were originally designed as storage areas. As a result, these spaces are excessively small and lack proper ventilation.
- The office space for the building administration and support staff is not strategically located in an area that helps to ensure student and staff safety. It is not immediately adjacent to the main entryway.
- Since the construction of this building, there have been many changes in programming at the school (i.e. RTI and 'Accelerate Northfield). These spaces require (use) small group and individualized instruction as an approach to the teaching/learning process. There are some spaces that are currently being utilized, (and are appropriate) for this kind of instruction, however there continues to be learning instruction that is taking place in the hallways and other less appropriate space.

From the stakeholder discussions and surveys

Interviews of key stakeholders such as school administration, school board, faculty, staff, students and parents were conducted by school district leaders. Participants were asked three (3) questions related to educational adequacy of their building. Those questions were; i) what is working well in your buildings today, ii) what is not working well in your building today and iii) if you could, what would you design in your building to make it work better?

There was a general consensus between and among all survey participants that 'what was working well' included:

- Classrooms were of sufficient size to meet the needs of teachers using a variety of approaches to instruction.
- Natural lighting throughout the building provided for a positive work environment for students and staff.
- Media center was 'awesome.'
- Band and music areas were excellent.
- Atrium and other large gathering spaces were good places for students to work and community members to use.

Other highlighted areas included the i) outdoor play areas, ii) overall design of the building and iii) the cleanliness and maintenance of the building.

When asked 'what is not working well,' there was a general consensus between and among all survey participants that the traffic flow into and out of the drop-off zones for parents was congested and presented unsafe conditions for students immediately before and after school.

Other areas felt to be in need of repair/replacement included the:

- Lack of flexible spaces that could be used for either large group or small group instruction.
- Need for a controlled entry.
- Energy efficiency of windows (drafting occurs around the window casings).
- Inadequate level of air exchange/quality in converted classroom areas.
- Lack of appropriately sized/adequate space for special education instructors and students.
- Traffic flow/acoustics in the cafeteria.
- Reality that the building is currently operating at (above) capacity- more space is needed.
- Auxiliary gym space needed.

When asked 'what would you do differently' at Bridgewater, there was a general consensus between and among all survey participants that:

- There was a need for more specialized classroom spaces for programs such as STEM, Read 180, Sensory Motor development and hands-on learning projects as well as performance areas for students to share what they've learned.
- Storage areas should be 'reclaimed' and new instructional areas provided for those programs currently operating in storage rooms.
- Improvements should be made to school security.
- Computer lab located outside of media center.
- Staff lounge in poor location/too remote.

Other ideas for consideration included addressing the need for i) additional gymnasium space and, ii) computer labs.

Demographic Analysis

In the fall of 2014, the District commissioned a demographic study be done. The purpose of the study was to evaluate population trends of Northfield and the surround area/communities served by the District. A comprehensive report was provided to the Board in September 2014 and can be seen on the District's website. Some of the findings of the report are summarized below. When considering the need for new facilities, three (3) factors serve as prime motivators that drive the need; i) the age/condition of facilities (deferred maintenance), ii) the ability of the facilities to adapt and support the kind/quality of school programs and services provided (educational adequacy), and iii) the capacity of the facilities to hold the student population (demographics).

From the demographic study, enrollment over the past five (5) years at Bridgewater Elementary School showed a relatively steady decline. This can be seen in Table 1 below.

BRIDGEWATER ELEMENTARY SCHOOL

ENROLLMENT HISTORY					
Grade	2009-10	2010-11	2011-12	2012-13	2013-14
K	103	96	94	99	81
1	90	99	99	90	105
2	100	84	105	92	85
3	118	86	86	98	101
4	86	97	88	82	99
5	102	82	102	87	85
Total	599	544	574	548	556

Table 1

The study projected, based largely upon an 'aging' population in the greater Northfield area (fewer children per household) and a decrease in the number of hospital births, this decrease in student enrollment in Bridgewater would continue well into the future.

Enrollment Projections GRADES K-5						
School	**2013-14**	2014-15	2015-16	2016-17	2017-18	2018-19
Bridgewater	**556**	562	544	528	505	472

Table 2

As noted in the comments above, when considering that Bridgewater is already using spaces for small group instruction that were not intended for that purpose, it is understood that current student enrollment already exceeds the 'instructional capacity' of the building. However, based upon the above noted enrollment projections, there appears to be little need to consider an addition for this building at this time.

Summary

Bridgewater Elementary is the newest elementary school building in the district. The architectural and engineering analysis found that the building has been well maintained and that there are no repair and betterment needs beyond what is expected to be normal and routing. Educationally, shortcomings already exist. This is most notable in the areas of special education. The need for a 'controlled' public entrance was found to be a priority. It was also found that the site, as currently planned, provides for an inadequate traffic flow; creating less than ideal safety conditions immediately before and after school. Suggested solutions to address these issues are presented in Section 8 of this report.

Section 2: Greenvale Park Elementary School

Background

Greenvale Park Elementary School was constructed in 1970. It sits on a twenty-one (21) acre site located in the northwest quadrant of the community. It is approximately 67,000 sq. ft. Like each of the other two (2) elementary schools in the district, Greenvale Park is a K-5 school and serves approximately 478 students. Each grade contains four (4) sections. The photo below also shows the drive leading into the parent drop-off zone as well as the bus loading/unloading areas. These areas are separate; providing maximum safety for students during the periods immediately before and after school. However, as noted below, the parent drop off area is not ideally located. The size of the site provides for optimal outdoor play and recreational space.

Greenvale Park Elementary School

Site Plan

Deferred Maintenance

The district has in place a ten (10) year maintenance plan for Greenvale Park Elementary. This plan has been closely adhered to. From our review of the facility, our overall impression is that the building is in 'good' condition and has been well maintained. However, through our review, certain areas of concern were noted.

1. Limestone walls and exterior tuck point repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building.
2. Classroom sinks do not meet current code requirements and should be replaced.
3. The repair and/or replacement of the entire HVAC (Heat, Ventilation and Air Conditioning) system should be given priority consideration by the District. This includes changing the existing steam to hot water conversion system to a HiEff condensing boiler system, the replacement of the existing MZ AHU A-1 system that serves the administrative area and the AHU A-2 system that serves the kindergarten/music areas and the AHU C-1 and C-2 that serves the classroom areas with VAV systems with energy recovery.
4. All ductwork throughout the school should be cleaned and sealed.
5. There were numerous deficiencies found in our review of the electrical system. Those deficiencies included:
   - The need to replace old switchboards and panels with new more efficient models.
   - An inefficient and cost ineffective lighting system; consider installing occupancy sensors and LED lights
   - An 'arc flash' study is recommended to ensure the safety of school maintenance personnel.

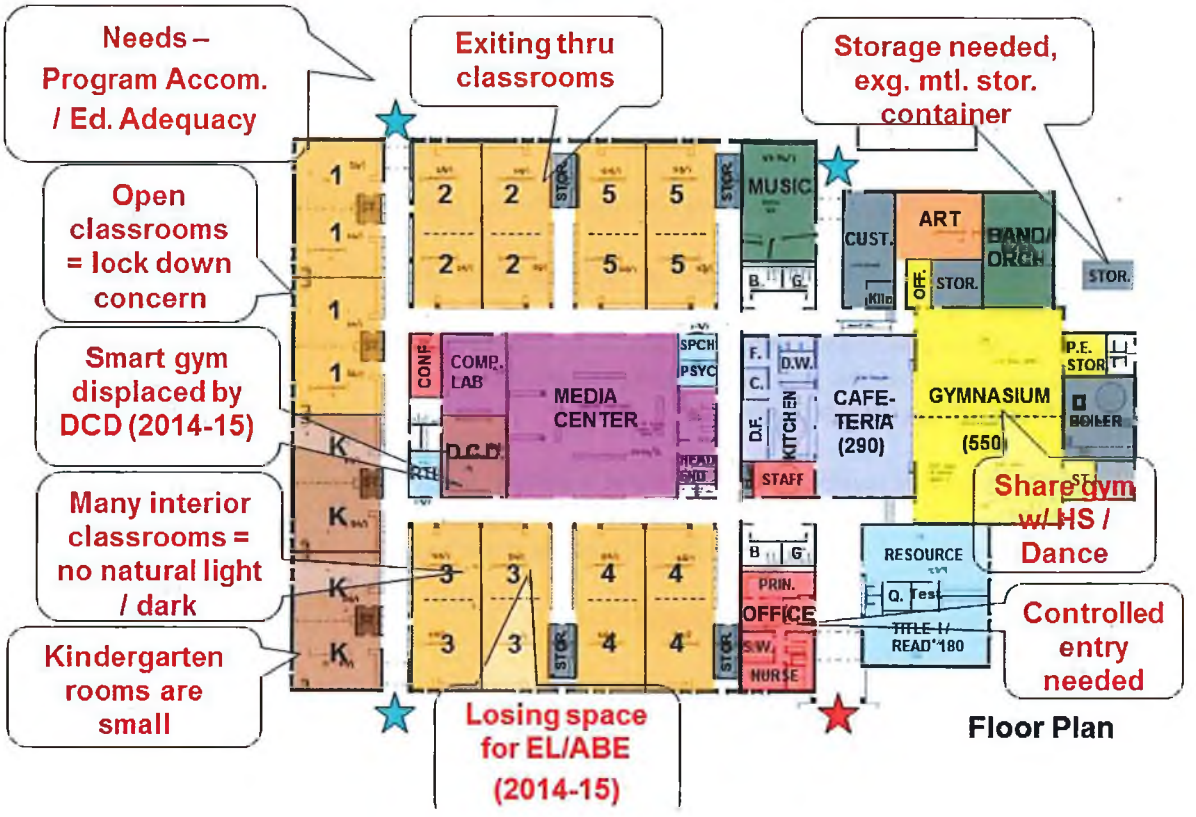
Below is a summary of the costs associated with the above noted deficiencies. The largest costs are associated with repair and replacement of the HVAC system. An item by item cost analysis has been included in the appendices.

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT			
Greenvale Park Elementary School			
Deferred Maintenance			
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2	$0
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3	$305,100
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3	**$3,133,600.00**
		Arch Level 1	$100,000
		Mech Level 1	$2,720,900
		Elec Level 1	$0
		Tech Level 1	$0
		Site Level 1	$7,500
		Remodel Level 1	$0
		Addition Level 1	$0
		Total Level 1	$2,828,400
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1	$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2	$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3	$28,500
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3	**$28,500**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE	**$3,162,000**
Other Factors to Consider:			
Hazardous Material Clean-up Costs			
Legal / Interest Costs, and Special Construction Services			
		© ATS&R Planners Architects Engineers 2014	

Educational Adequacy

For the purposes of this study, educational adequacy is the, "analysis of how well the structural organization of the building supports the educational programs and services currently in place in the school/district and how well it will support the changing trends of education well into the future." Several different processes were used in analyzing the educational adequacy of Greenvale Park Elementary School. Those processes included a i) room utilization study, and ii) extensive discussions and surveys with key stakeholders in the district including the school board, district and school administration, faculty and staff, and students and parents from each school.

Greenvale Park Elementary School



From the room utilization study

A comprehensive analysis of how each room was scheduled, staffed and utilized was conducted with the assistance of Greenvale Park's building leadership. Some of the key findings are noted in the above illustration. They include:

- Entryway into the building is not properly controlled; creating less than ideal safety conditions for students and staff.
- The 'open classroom' design does not provide proper lockdown conditions.
- There is a lack of natural lighting in many of the interior classrooms; research has shown that natural light to positively affect learning.
- The kindergarten rooms do not meet generally accepted size.

From the stakeholder discussions and surveys

Interviews of key stakeholders such as school administration, school board, faculty, staff, students and parents were conducted by school district leaders. Participants were asked three (3) questions related to educational adequacy of their building. Those questions were; i) what is working well in your buildings today, ii) what is not working well in your building today and iii) if you could, what would you design in your building to make it work better?

There was a general consensus between and among all survey participants that 'what was working well' included:

- The location of that school gave a 'neighborhood' feeling to students and parents who attended the school.
- The outdoor play spaces were large and a positive feature of the school.
- Recent changes in the parking lot were great improvements.
- The open design of the school.

When asked 'what is not working well,' there was a general consensus between and among all survey participants that:

- The open design of the school results in excessive noise levels.
- Cafeteria is too small.
- The acoustics throughout the building are poor.
- The is a lack of natural light
- There is not a proper 'lock down' area(s)
- The storage space is less than adequate.
- Too few small group learning areas.
- Kindergarten rooms are undersized.

When asked 'what would you do differently' at Greenvale Park, there was a general consensus between and among all survey participants that:

- Technology should/would be more mobile and accessible to everyone.
- Furnishings should be updated to accommodate different kinds of learning (i.e. small group and individual)
- There should be a science lab and/or space where hands-on learning can take place.
- Naturally lighting should be throughout the entire building.
- Classrooms should be reconfigured to support the differentiated learning that is taking place and to reduce/eliminate excessive noise levels.
- More spaces should be available for small group, collaborative learning.
- There should be display areas throughout the building where student work can be seen.

Demographic Analysis

As noted above in the fall of 2014, the District commissioned a demographic study be done. The purpose of the study was to evaluate population trends of Northfield and the surround area/communities served by the District. A comprehensive report was provided to the Board in September 2014 and can be seen on the District's website. Some of the findings of the report are summarized below. When considering the need for new facilities, three (3) factors serve as prime motivators that drive the need; i) the age/condition of facilities (deferred maintenance), ii) the ability of the facilities to adapt and support the kind/quality of school programs and services provided (educational adequacy), and iii) the capacity of the facilities to hold the student population (demographics).

From the demographic study, enrollment over the past five (5) years at Greenvale Park Elementary School showed a decline in enrollment, although this decline is unsteady in nature. This can be seen in Table 3 below.

NORTHFIELD
GREENVALE PARK ELEMENTARY SCHOOL

ENROLLMENT HISTORY					
Grade	2009-10	2010-11	2011-12	2012-13	2013-14
K	81	79	87	92	79
1	76	78	73	88	86
2	80	77	82	78	83
3	92	73	84	81	67
4	85	92	82	81	79
5	95	87	95	82	80
Total	509	486	503	502	474

Table 3

Similar to the findings related to Bridgewater, the study projected, based largely upon an 'aging' population in the greater Northfield area (fewer children per household) and a decrease in the number of hospital births, this decrease in student enrollment in Greenvale Park Elementary would continue well into the future.

Enrollment Projections Grades K-5						
School	**2013-14**	2014-15	2015-16	2016-17	2017-18	2018-19
Greenvale Park	**474**	477	471	483	457	435

Table 4

As noted in the comments above, the number of classrooms appears to be adequate when considering the student enrollment at Greenvale Park Elementary. And, based upon the above noted enrollment projections, there appears to be little need to consider an addition for this building at this time. However, building deficiencies in the core areas such as cafeteria and gymnasium are less than adequate as are the size of the kindergarten classrooms. Consideration should be given to address these conditions.

Summary

Greenvale Elementary School is viewed to be a neighborhood school, accessible to many families via walking and/or biking. The architectural and engineering analysis found that the building has been well maintained. However, there are some repair and betterment needs, both short-term as well as long-term, that the District should consider addressing. Those include conducting repair work on the exterior envelope in order to prevent water intrusion into the building.

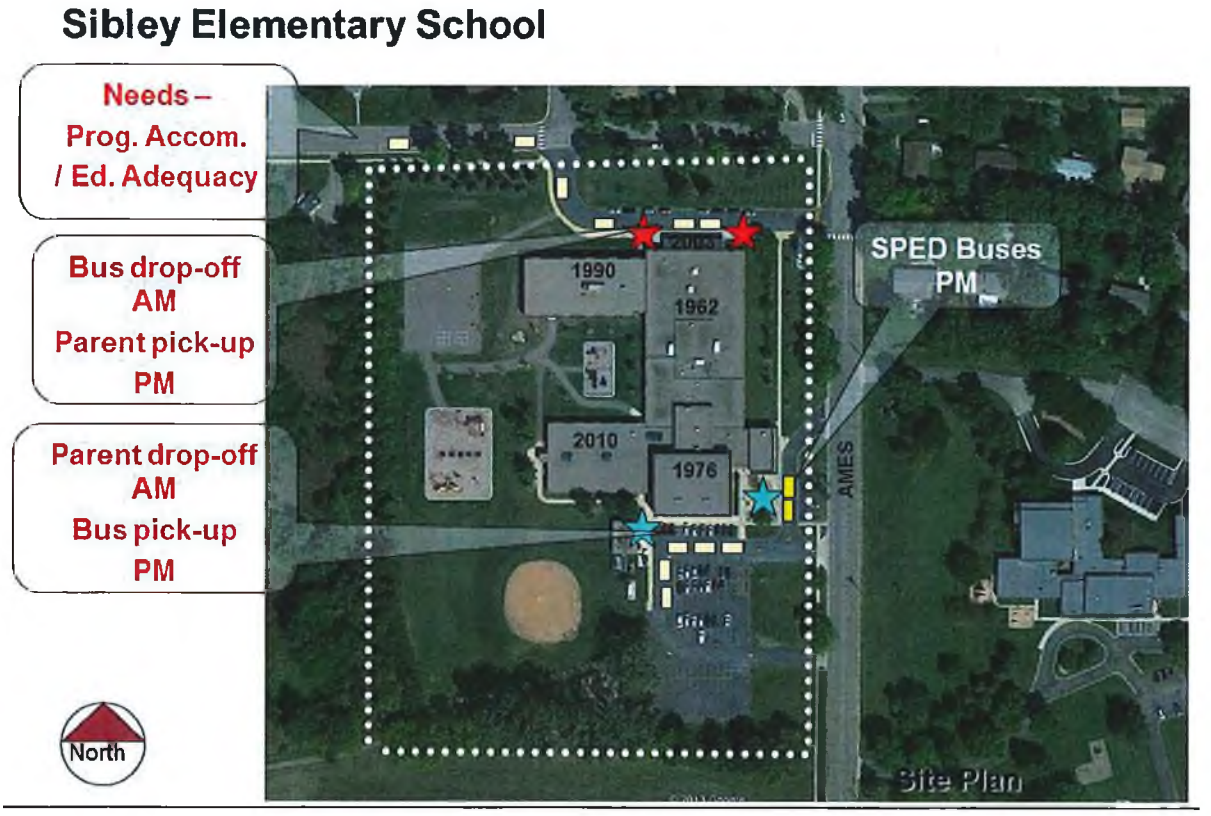
Educationally, shortcomings also exist in the building; created largely by the 'misalignment' of the open design of the original building with its more traditional approach to instruction used today. Providing needed upgrades in the HVAC system to more efficiently serve the instructional spaces- as used today- can be viewed to be relatively costly.

Suggested solutions to address these issues are presented in Section 8 of this report. There are two approaches considered. The first is to provide necessary updates that are needed to allow Greenvale Park to remain a K-5 school. The second would be to provide upgrades that would allow it to be converted into the District's EC/Community Education Center. As shown, this would require considerably less costs, in terms of renovation, than making necessary upgrades to continue the use of the building as a K-5 school. If the latter approach were implemented, a new elementary school constructed on that site could be done.

Section 3: Sibley Elementary School

Background

Sibley Elementary School was constructed in 1962. Additions were added onto the building in 1976, 1990, 2003 and 2010. It sits on a twenty-one (21) acre site located in the northwest quadrant of the community. It is approximately 75,900 sq. ft. Like each of the other two (2) elementary schools in the district, Sibley Elementary is a K-5 school and serves approximately 580 students. Each grade contains four (4) sections. The photo below also shows the drive leading into the parent drop-off zone as well as the bus loading/unloading areas. These areas are separate; providing maximum safety for students during the periods immediately before and after school. The size of the site provides for optimal outdoor play and recreational space.



Deferred Maintenance

The district has in place a ten (10) year maintenance plan for Sibley Elementary. This plan has been closely adhered to. From our review of the facility, our overall impression is that the building is in 'good' condition and has been well maintained. However, through our review, certain areas of concern were noted.

1. Flooring is deteriorating in the 1992 addition and is in need of replacement.
2. Exterior tuck point repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building.
3. Windows and the skylight are in need of repair and/or replacement.
4. Upgrades need to be made to the current HVAC system including:
    a. Replacing the air handling units in the east and west gymnasium, music room, the athletic office and storage rooms.
    b. Changing/upgrading pneumatic actuators throughout the building.
5. Current bituminous surface in the parking area should be replaced.
6. The existing parking lot should be expanded to accommodate at least twenty (20) more vehicles.

Below is a summary of the costs associated with the above noted deficiencies. The largest costs are associated with repair and replacement of the HVAC system. An item by item cost analysis has been included in the appendices.

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT				
Sibley Elementary School				
Deferred Maintenance				
	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1		$725,600
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2		$187,500
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3		$634,000
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3		**$1,547,100**
		Arch Level 1	$250,000	
		Mech Level 1	$73,800	
		Elec Level 1	$0	
		Tech Level 1	$9,400	
		Site Level 1	$392,500	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$725,700	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1		$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2		$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3		$40,300
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3		**$40,300**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE		**$1,587,400**
Other Factors to Consider:				
Hazardous Material Clean-up Costs				

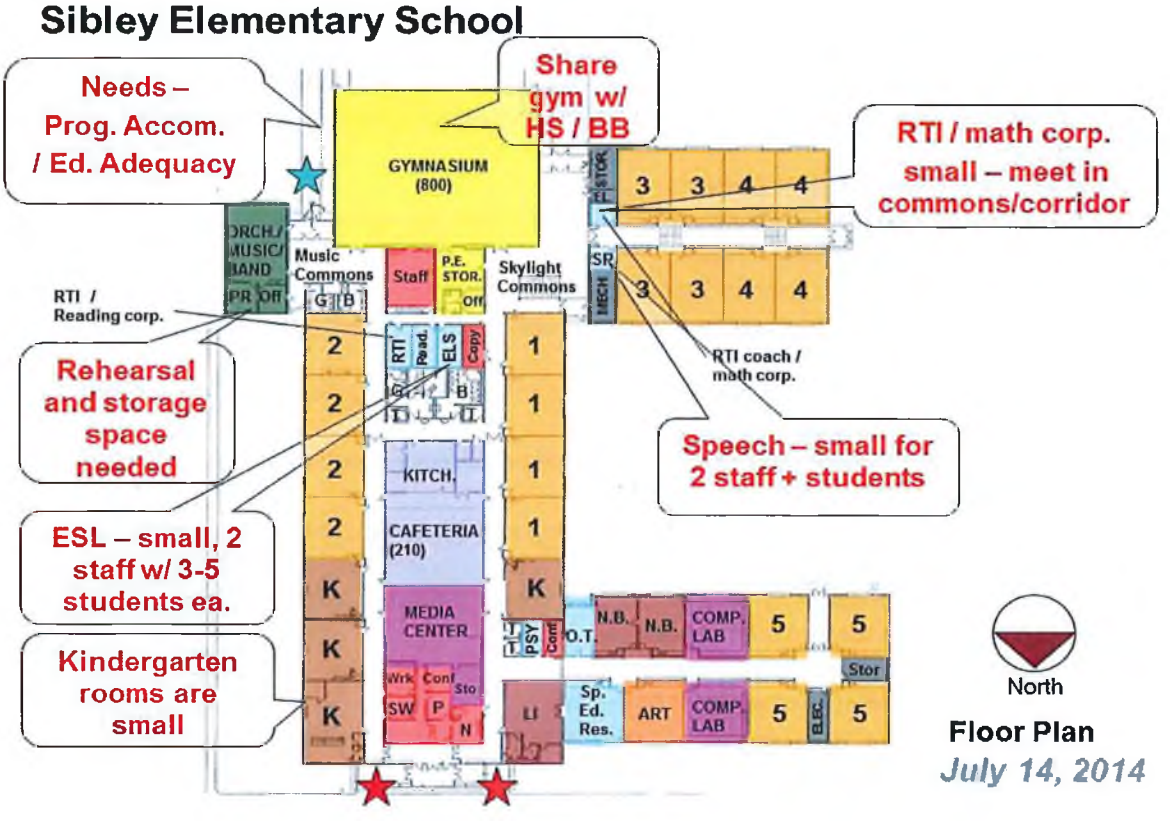
Educational Adequacy

For the purposes of this study, educational adequacy is the, "analysis of how well the structural organization of the building supports the educational programs and services currently in place in the school/district and how well it will support the changing trends of education well into the future." Several different processes were used in analyzing the educational adequacy of Sibley Elementary School. Those processes included a i) room utilization study, and ii) extensive discussions and surveys with key stakeholders in the district including the school board, district and school administration, faculty and staff, and students and parents from each school.

<u>From the room utilization study</u>

A comprehensive analysis of how each room was scheduled, staffed and utilized was conducted with the assistance of Sibley's building leadership. Some of the key findings are noted in the illustration below. They include:

- Lack of sufficient space for the orchestra/band program, including instrument storage.
- A lack of enough classroom space for the special education program.
- Insufficient space to properly conduct small group and individualized instruction for students in need of special assistance.
- The kindergarten rooms do not meet generally accepted size.



From the stakeholder discussions and surveys

Interviews of key stakeholders such as school administration, school board, faculty, staff, students and parents were conducted by school district leaders. Participants were asked three (3) questions related to educational adequacy of their building. Those questions were; i) what is working well in your buildings today, ii) what is not working well in your building today and iii) if you could, what would you design in your building to make it work better?

There was a general consensus between and among all survey participants that 'what was working well' included:

- Lighting throughout the building; especially the skylight in the commons area.
- The playground area.
- The new addition to the school.
- Kindergarten classrooms have their own bathroom facilities.
- A secure entryway provides safety for students.
- Classroom clusters work well for instruction.

When asked 'what is not working well,' there was a general consensus between and among all survey participants that:

- The outdoor play area for physical education classes is not adequate.
- The Media Center and lunchroom are too small.
- There is not enough storage space throughout the building.
- Acoustics (especially in the cafeteria) are excessively noisy.
- There is congestion in the drop off/pickup areas before and after school.
- The special education program does not have enough instructional space that is appropriately sized.
- There is too little parking available.
- The entire building is not handicapped 'friendly'; hallways are too narrow and classrooms too small to accommodate wheel chairs.
- There are not enough restrooms for students or staff.
- The overall climate control in the building is inconsistent from room to room.

When asked 'what would you do differently' at Sibley, there was a general consensus between and among all survey participants that:

- Classrooms that accommodate hands-on learning experiences such as art and science.
- Upgrades in technology
- Collaborative planning areas for student learning and teacher preparation.
- Enlarge both the cafeteria and media center and more strategically locate them.
- Update student furniture for comfort and to recognize different learning styles.
- Improve acoustics throughout the building.
- Expanded storage space.
- Create natural lighting throughout the building.
- Enlarge classrooms to accommodate differentiated instruction; large group, small group and individualized learning.
- Expand the gymnasium space.

Demographic Analysis

As noted above in the fall of 2014, the District commissioned a demographic study to be done. The purpose of the study was to evaluate population trends of Northfield and the surround area/communities served by the District. A comprehensive report was provided to the Board in September 2014 and can be seen on the District's website. Some of the findings of the report are summarized below. When considering the need for new facilities, three (3) factors serve as prime motivators that drive the need; i) the age/condition of facilities (deferred maintenance), ii) the ability of the facilities to adapt and support the kind/quality of school programs and services provided (educational adequacy), and iii) the capacity of the facilities to hold the student population (demographics).

From the demographic study, enrollment over the past five (5) years at Sibley Elementary School showed an increase in enrollment. This increase is a marked difference from the findings for Bridgewater and Greenvale Elementary schools. This can be seen in Table 5 below.

SIBLEY ELEMENTARY SCHOOL

ENROLLMENT HISTORY					
Grade	2009-10	2010-11	2011-12	2012-13	2013-14
K	85	72	86	90	75
1	85	96	84	91	109
2	75	97	96	81	98
3	80	95	101	97	87
4	77	103	94	107	100
5	76	87	109	100	113
Total	478	550	570	566	582

Table 5

However, similar to the findings for the other two (2) elementary schools, the study projected, based largely upon an 'aging' population in the greater Northfield area (fewer children per household) and a decrease in the number of hospital births, a decrease in student enrollment in Sibley moving forward. This is shown in Table 6.

Enrollment Projections GRADES K-5						
School	**2013-14**	2014-15	2015-16	2016-17	2017-18	2018-19
Sibley	**582**	575	567	576	547	508

Table 6

As noted in the comments above, the number of classrooms for 'regular' instruction appears to be adequate when considering the student enrollment at Sibley Elementary. And, based upon the above noted enrollment projections, there appears to be little need to for adding 'typical' classroom space. However, areas where the building is not adequately meeting instructional needs includes special education and 'activity centers'; places for students to participate in collaborative work and hands-on learning. Consideration should be given to address these conditions.

Summary

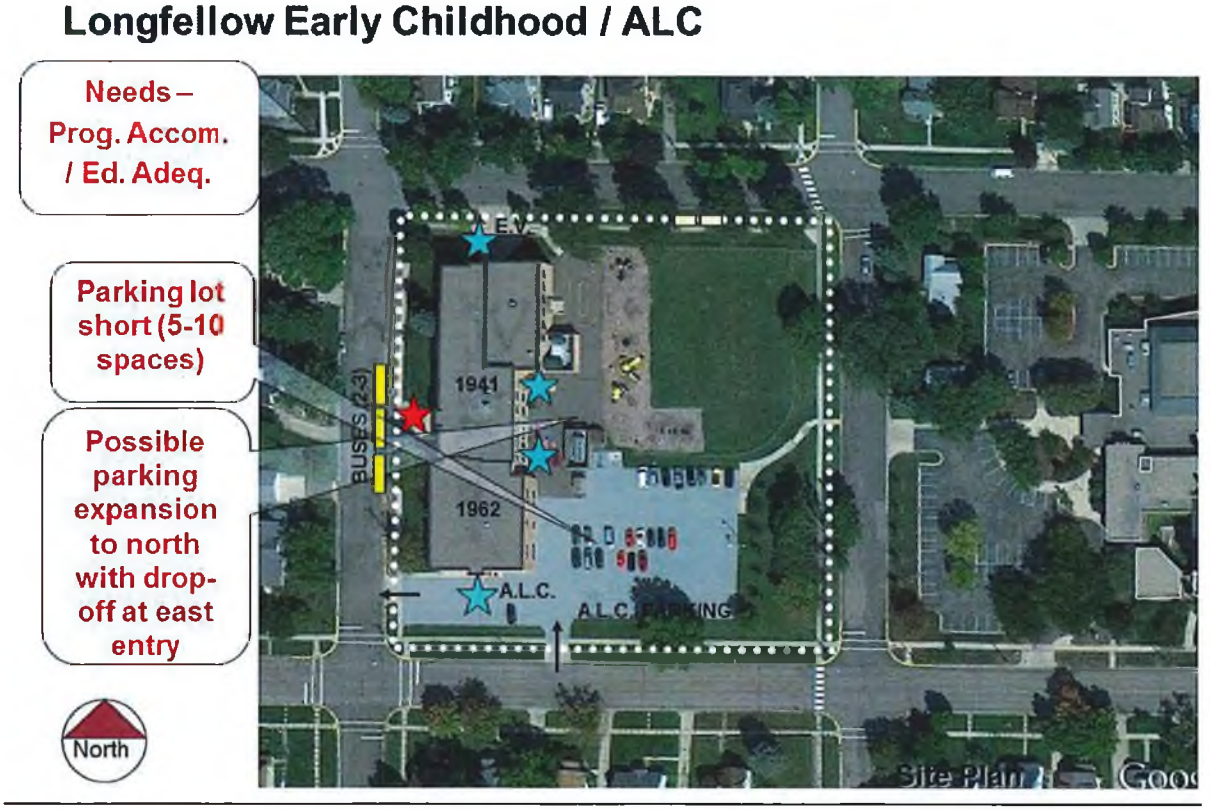
The architectural and engineering analysis at Sibley Elementary School found that the building has been well maintained. However, there are some repair and betterment needs, both short-term as well as long-term, that the District should consider addressing. Those include conducting repair work on the exterior envelope in order to prevent water intrusion into the building and upgrades to the existing HVAC system. Educationally, the most significant shortcoming to this facility is the size of core areas such as the cafeteria and media center. These concerns were noted both by the architect in the educational analysis as well as by stakeholders when asked the question, 'what isn't working' in this building.

Suggested solutions to address the issue of media center and cafeteria size are presented in Section 8 of this report. You will note that the biggest challenge when trying to upgrade both of these areas is their location within the building. This is especially problematic when considering increasing the size of the cafeteria. The building site does not provide significant flexibility in the placement of an addition(s); but expansion on this site is the most logical option to consider if a decision is made to expand the cafeteria and media center.

Section 4: Longfellow Early Childhood/ALC

Background

The Longfellow Early Childhood/ALC School was constructed 1941 with an addition in 1962. As shown below, it sits on a 2.5 acre site located in the northwest quadrant of the community. It is approximately 52,800 sq. ft. Longfellow School is a learning center that serves two (2) separate and distinct programs; the District's Alternative Learning Center (serving secondary school students) and the community's Early Childhood Learning program (for pre-school aged children). There are approximately 100 students served in the various programs operating out of this school. The program areas are separate; providing maximum safety for students during the periods immediately before and after school. The size of the site provides for appropriate outdoor play and recreational space.



Deferred Maintenance

The district has in place a ten (10) year maintenance plan for the Longfellow facility. This plan has been closely adhered to. From our review of the facility, our overall impression is that the building is in 'good' condition and has been well maintained. However, through our review, certain areas of concern were noted.

1. Exterior tuck point repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building.
2. Exterior windows and doors need to be replaced in the 1941 and 1962 buildings to improve overall building efficiency.
3. Change/upgrade pneumatic actuators throughout the building should be done.
4. Occupancy sensors should be incorporated into interior lighting upgrades to improve overall operating efficiency.
5. There is no emergency generator on site. A 50KW generator should be purchased and made available in case of a power failure to ensure the safety and well-being of the building occupants.
6. Current bituminous surface areas should be replaced.

Below is a summary of the costs associated with the above noted deficiencies. The largest costs are associated with repair and replacement of the HVAC system. An item by item cost analysis has been included in the appendices.

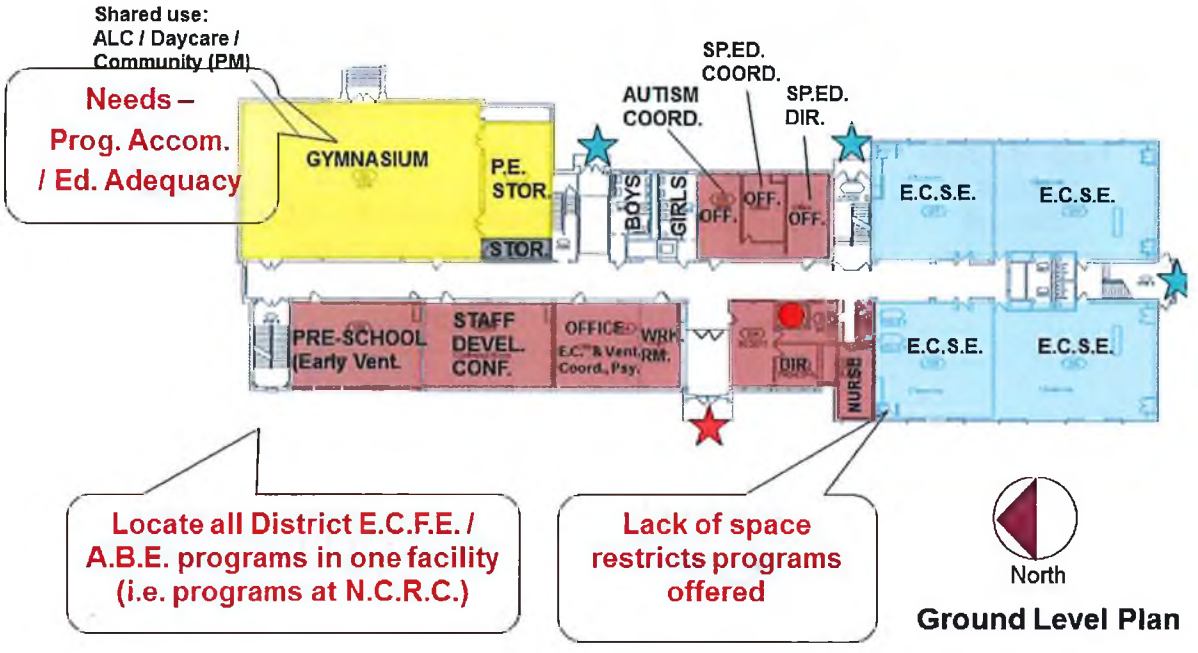
NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT				
Longfellow ALC / Early Childhood				
Deferred Maintenance				
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3		**$1,319,300**
		Arch Level 1	$1,093,800	
		Mech Level 1	$0	
		Elec Level 1	$0	
		Tech Level 1	$0	
		Site Level 1	$80,000	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$1,173,800	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1		$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2		$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3		$53,100
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3		**$53,100**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE		**$1,372,400**
Other Factors to Consider:				
Hazardous Material Clean-up Costs				
Legal / Interest Costs, and Special Construction Services				

Educational Adequacy

For the purposes of this study, educational adequacy is the, "analysis of how well the structural organization of the building supports the educational programs and services currently in place in the school/district and how well it will support the changing trends of education well into the future." Several different processes were used in analyzing the educational adequacy of the Longfellow School. Those processes included a i) room utilization study, and ii) extensive discussions and surveys with key stakeholders in the district including the school board, district and school administration, faculty and staff, and students and parents from each school.

Longfellow Early Childhood / ALC

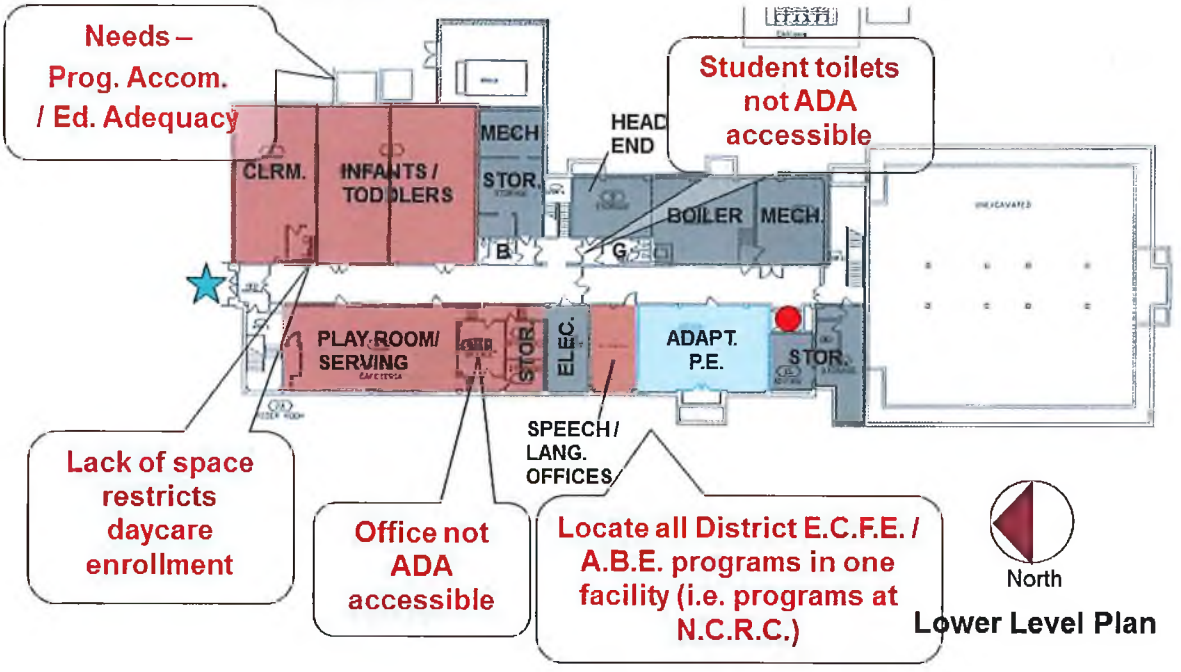
EARLY CHILDHOOD



Ground Level Plan

Longfellow Early Childhood / ALC

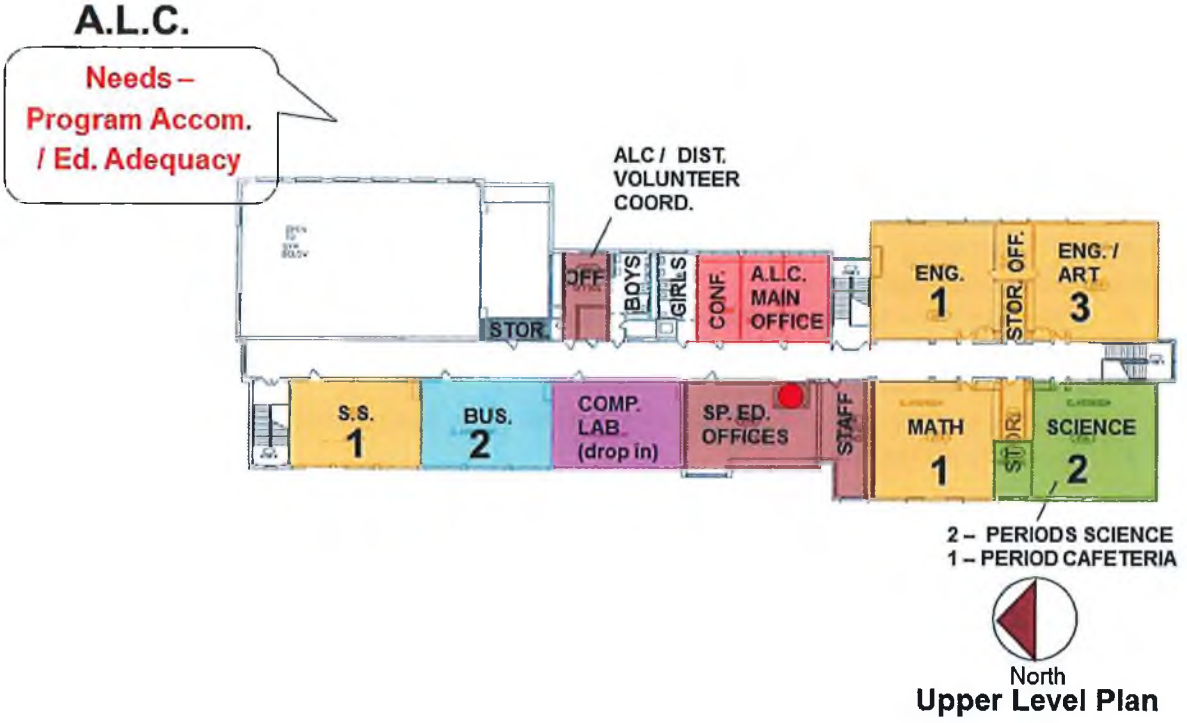
EARLY VENTURES (daycare) / EARLY CHILDHOOD



A comprehensive analysis of how each room was scheduled, staffed and utilized was conducted with the assistance of Longfellow's building leadership. Some of the key findings are noted in the illustrations above and below this commentary. They include:

- Space limitations in the ECSE area limits the kind of programs that are available to serve students and parents involved in this program.
- The size of the building does not allow for the location of all of the District's early childhood and adult basic education programs to be located on this site.
- The District volunteer coordinators office and the ALC director's office are not strategically located at the entrance of the building.
- Student toilets and an office space on the lower level are not handicap accessible.

Longfellow Early Childhood / ALC



From the stakeholder discussions and surveys

Interviews of key stakeholders such as school administration, school board, faculty, staff, students and parents were conducted by school district leaders. Participants were asked three (3) questions related to educational adequacy of their building. Those questions were; i) what is working well in your buildings today, ii) what is not working well in your building today and iii) if you could, what would you design in your building to make it work better?

There was a general consensus between and among all survey participants that 'what was working well' included:

- Technology upgrades
- Co-location of programs with separation
- Outdoor play areas
- Secure entrances and a sense of safety and well-being
- Lavatory/bathroom areas are age appropriate

When asked 'what is not working well,' there was a general consensus between and among all survey participants that:

- There is too little room; programs that should be located in this site cannot because of the lack of space.
- Office locations are not strategically placed.
- Parking lot and drop off location are too small.
- The building does not meet handicapped accessibility codes in certain areas (including the playground.)
- Much of the playground equipment is in disrepair.

When asked 'what would you do differently' at Longfellow, there was a general consensus between and among all survey participants that:

- Expand the space to accommodate more programs/parents.
- Create more flexible spaces that better support changes in programs.
- Modernize the outdoor play areas.
- Provide a security system that includes electronic sign in- sign out and caller I.D.
- Expand the parking areas.

Summary

The architectural and engineering analysis at Longfellow Early Childhood/ALC School found that the building has been well maintained. However, there are some repair and betterment needs that the District should consider as priorities. Those include conducting repair work on the exterior envelope in order to prevent water intrusion into the building and replacing windows in the 1941 and 1962 portions of the building.

Educationally, the school provides adequate space for the programs and services currently located within it. However, based upon the cited needs of key stakeholders, there is a strong desire to co-locate all of the District's EC programs as well as the community education programs. The Longfellow School site, and the building itself, would not properly support an addition to accommodate additional programs.

A suggested solution, found in Section 8 of this report, would propose to relocate the District's EC programs and community education program to Greenvale Park. The vacated space at Longfellow would be repurposed for use by the District Office.

Section 5: Northfield Middle School

Background

Northfield Middle School was constructed in 2004. As shown below, it sits on a sixty-one (61) acre site located in the northwest quadrant of the community. It is approximately 208,000 sq. ft. The middle school serves approximately 950 students in grades 6-8. The size of the site provides for optimal outdoor play and recreational space. The photo below also shows the drive leading into the parent drop-off zone as well as the bus loading/unloading areas. These areas are separate; providing maximum safety for students during the periods immediately before and after school. However, due to the undersized roadway into the school, and the limited entrance/exit points onto the adjacent street, there is a problem of congestion with traffic flowing into and out of the site immediately before and after school.

Northfield Middle School

Site Plan

Deferred Maintenance

The district has in place a ten (10) year maintenance plan for Northfield Middle School. This plan has been closely adhered to. From our review of the facility, our overall impression is that the building is in 'good' condition and has been well maintained. However, through our review, certain areas of concern were noted.

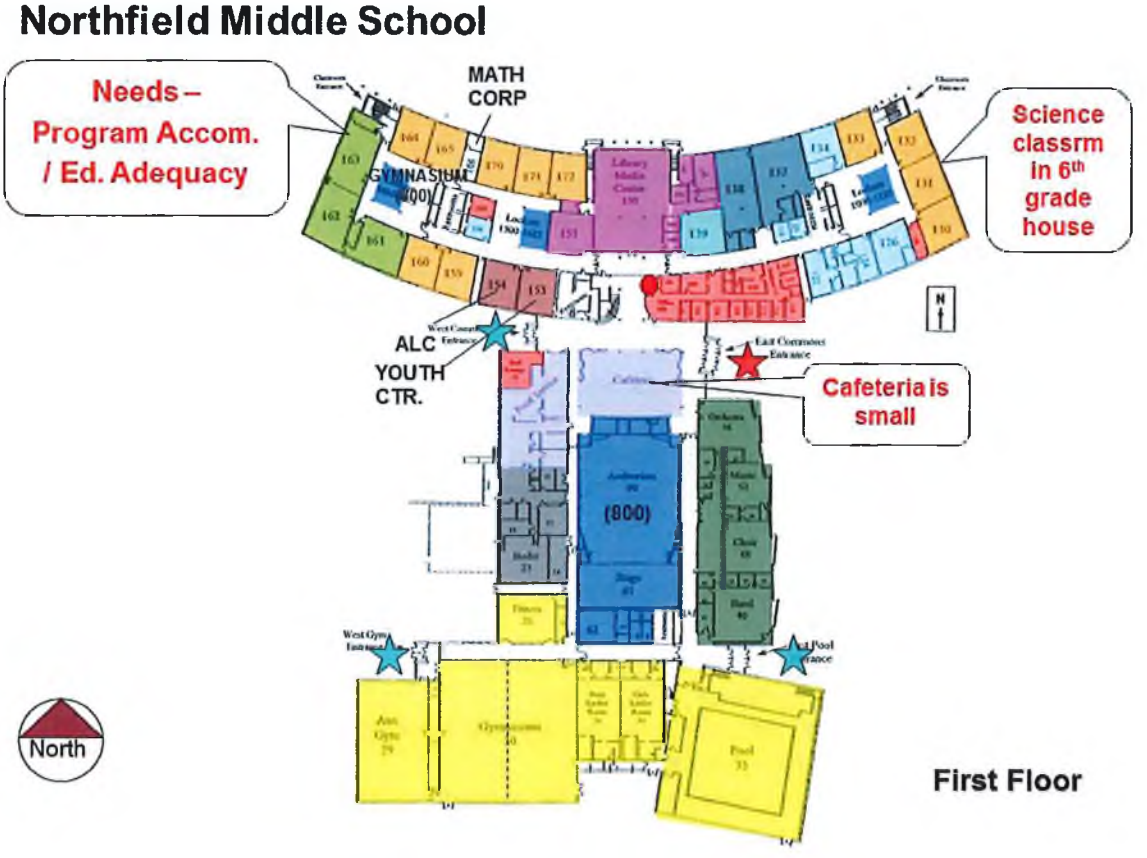
1. There is space needed for maintenance storage.
2. Building roofs need constant monitoring and repair as deemed necessary. A complete roof replacement will need to be considered within the next five (5) years.
3. Exterior tuck point repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building.
4. The public address system should be upgraded to become compatible with the digital telephone system.

Below is a summary of the costs associated with the above noted deficiencies. The largest costs are associated with repair and replacement of the HVAC system. An item by item cost analysis has been included in the appendices.

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT				
Northfield Middle School				
Deferred Maintenance				
	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1		$500,000
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2		$2,437,500
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3		$180,700
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3		**$3,118,200**
		Arch Level 1	$383,800	
		Mech Level 1	$0	
		Elec Level 1	$0	
		Tech Level 1	$0	
		Site Level 1	$85,000	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$468,800	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1		$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2		$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3		$233,800
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3		**$233,800**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE		**$3,352,000**
Other Factors to Consider:				
Hazardous Material Clean-up Costs				
Legal / Interest Costs, and Special Construction Services				
		© ATS&R Planners Architects Engineers 2014		

Educational Adequacy

For the purposes of this study, educational adequacy is the, "analysis of how well the structural organization of the building supports the educational programs and services currently in place in the school/district and how well it will support the changing trends of education well into the future." Several different processes were used in analyzing the educational adequacy of Bridgewater Elementary School. Those processes included a i) room utilization study, and ii) extensive discussions and surveys with key stakeholders in the district including the school board, district and school administration, faculty and staff, and students and parents from each school.



Northfield Middle School

Second Floor

A comprehensive analysis of how each room was scheduled, staffed and utilized was conducted with the assistance of Middle School building leadership. Because of the relatively new nature of the building, as shown above, very few areas of concern were identified. However, it was noted that the cafeteria is too small to comfortably serve the students. This creates challenges in scheduling students' lunch period with a minimum disruption of classroom instructional time. In addition, there are not adequate spaces in the sixth grade 'houses' to support their science curriculum.

From the stakeholder discussions and surveys

Interviews of key stakeholders such as school administration, school board, faculty, staff, students and parents were conducted by school district leaders. Participants were asked three (3) questions related to educational adequacy of their building. Those questions were; i) what is working well in your buildings today, ii) what is not working well in your building today and iii) if you could, what would you design in your building to make it work better?

There was a general consensus between and among all survey participants that 'what was working well' included:

- The gymnasium and auditorium are both fully utilized.
- There is natural light throughout the building
- The media center is well designed and provides great learning space.
- Technology in the building is working well.
- The site is large and provides opportunities for outdoor science and nature studies.

When asked 'what is not working well,' there was a general consensus between and among all survey participants that:

- There is too little room; programs that should be located in this site cannot because of the lack of space.
- Access to the school is too narrow; 'fender benders' are rather common.
- The hallways are too narrow during student passing times.
- Locker bays are overly crowded.
- Acoustics throughout the building are poor; too much sound penetration between classrooms.
- The lunchroom is too small to serve students efficiently.
- The school 'climate' (heating and cooling) is uneven.

When asked 'what would you do differently at the Middle School, there was a general consensus between and among all survey participants that:

- Adequate parking for all was needed with improved entrance to school.
- A lunchroom that is efficient should be designed and constructed.
- There should be display areas throughout the building.
- There is a need for more professional development space for faculty and staff.

Demographic Analysis

As noted above in the fall of 2014, the District commissioned a demographic study to be done. The purpose of the study was to evaluate population trends of Northfield and the surround area/communities served by the District. A comprehensive report was provided to the Board in September 2014 and can be seen on the District's website. Some of the findings of the report are summarized below. When considering the need for new facilities, three (3) factors serve as prime motivators that drive the need; i) the age/condition of facilities (deferred maintenance), ii) the ability of the facilities to adapt and support the kind/quality of school programs and services provided (educational adequacy), and iii) the capacity of the facilities to hold the student population (demographics).

From the demographic study, enrollment over the past five (5) years at the Middle School showed an overall decrease, but appeared to trend upward over the past several years. (Table 7) This increase, the study suggests, was due to the increase in class size passing from the elementary schools into the middle school when compared to the size of the classes leaving.

ENROLLMENT										
Grade	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
6	292	299	331	287	293	306	297	264	339	296
7	319	314	294	336	279	282	297	306	269	347
8	312	328	316	298	334	277	290	297	314	269
Total	923	941	941	921	906	865	884	867	922	912

Table 7

The study goes on to suggest that, "...middle school (Grades 6-8) enrollment is projected to increase in the next five years but then decrease in the second five (5) projected years as the smaller elementary grades that reflect the recent decline in births move into and out of the middle school..."
As a part of this study, a room utilization analysis was conducted for the middle school. Findings of this analysis suggest that there is very little room for additional students to be scheduled into this building. However, the projected enrollments appear to remain below the educational capacity calculated in the room utilization analysis.

Summary

Northfield Middle school is the newest school building in the District. The architectural and engineering analysis at Middle School found that the building has been well maintained and that there were no repair and betterment concerns beyond those ordinarily found in buildings of that age. Educational shortcomings do exist such as a cafeteria/lunchroom area that is deemed to be too small and the lack of appropriate science classrooms/labs co-located in the 6th grade houses. However, when considering the educational needs of this building within the framework of District needs, these shortcomings should be considered at a lower level of priorities.

Section 6: Northfield High School

Background

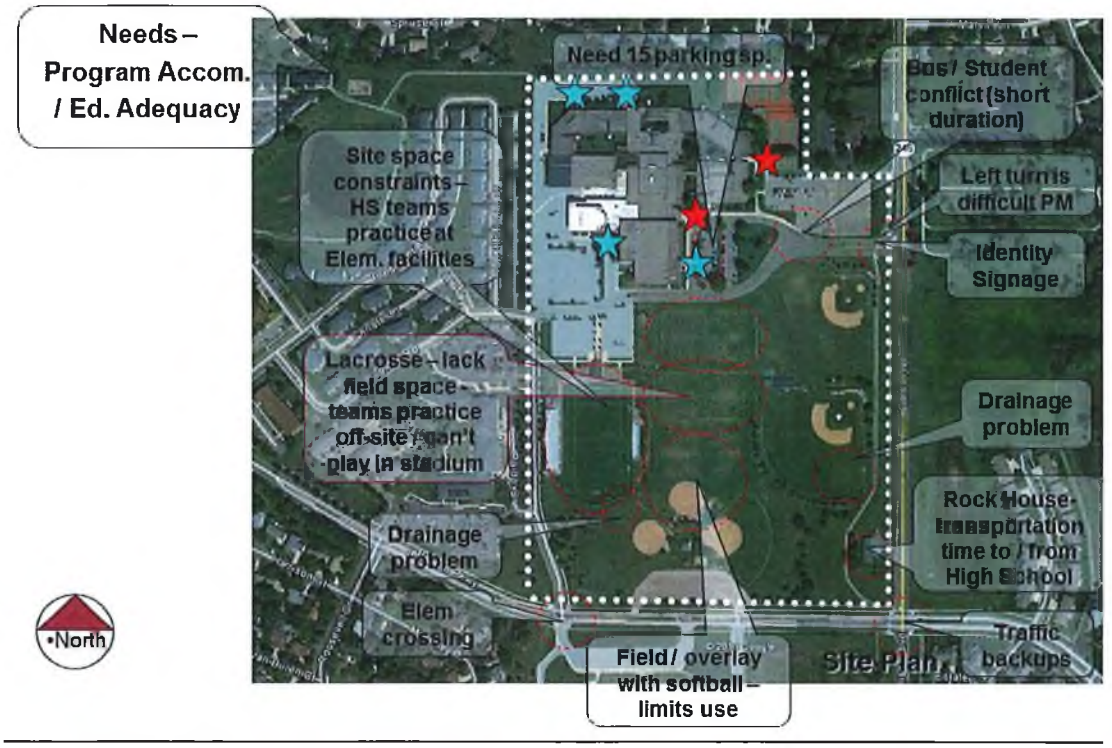
The 'original' portion of Northfield High School was constructed in 1964 with additions in 1970, 1993, 1997, 1998, and 2002. It is approximately 265,000 square feet. As shown below, it sits on a thirty-six (36) acre site located in the east-central quadrant of the community. The senior high school serves approximately 1240 students in grades 9-12. The District Office is also located in this facility. The photo below identifies some of the 'limiting' features of the site. These include:

- The need for additional parking.
- Congestion in drop off zones immediately before and after school.
- 'Traffic gridlock' at the exit onto Hwy 242.

Because this site also serves as the primary practice space for various activities, there are numerous problems associated with the NHS extra-curricular program. Those problems include:

- No on-site practice space available for the LaCrosse team.
- Drainage problems at both the southeast and southwest quadrants of the school site limit the use of these areas.
- A lack of sufficient tennis courts to accommodate the boys and girls tennis program.

Northfield High School



Deferred Maintenance

The district has in place a ten (10) year maintenance plan for Northfield High School. This plan has been closely adhered to. From our review of the facility, our overall impression is that the building is in 'good' condition and has been well maintained. However, through our review, certain areas of concern were noted.

1. Building roofs need constant monitoring and repair as deemed necessary. Roof replacement over the media center and locker room areas should be given consideration in the near future.
2. Exterior tuck point and wall repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building. Areas needing special consideration/attention include the gymnasium and music areas as well as the east and west courtyards, auditorium, cafeteria and the H, S and D wings.
3. Wear and deterioration of the windows is evident. Replacement of window treatments should be considered in the D, H and S wings of the building.
4. Air handling units (AHU) should be replaced in the north and south gymnasiums as well as the music area to improve efficiency.
5. There is no emergency generator on site. A 100KW generator should be purchased and made available in case of a power failure to ensure the safety and well-being of the building occupants.
6. Pneumatic actuators throughout the building should change/upgrade.
7. Current bituminous surface areas should be replaced.

Below is a summary of the costs associated with the above noted deficiencies. The largest costs are associated with repair and replacement of the HVAC system. An item by item cost analysis has been included in the appendices.

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT						
Northfield High School						
Deferred Maintenance						
	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1				$3,119,400
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2				$1,400,400
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3				$1,007,300
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3				**$5,527,100**
		Arch Level 1			$2,155,300	
		Mech Level 1			$96,900	
		Elec Level 1			$0	
		Tech Level 1			$37,500	
		Site Level 1			$829,800	
		Remodel Level 1			$0	
		Addition Level 1			$0	
		Total Level 1			$3,119,500	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1				$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2				$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3				$100,600
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3				**$100,600**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE				**$5,627,700**
Other Factors to Consider:						
Hazardous Material Clean-up Costs						
Legal / Interest Costs, and Special Construction Services						
		© ATS&R Planners Architects Engineers 2014				

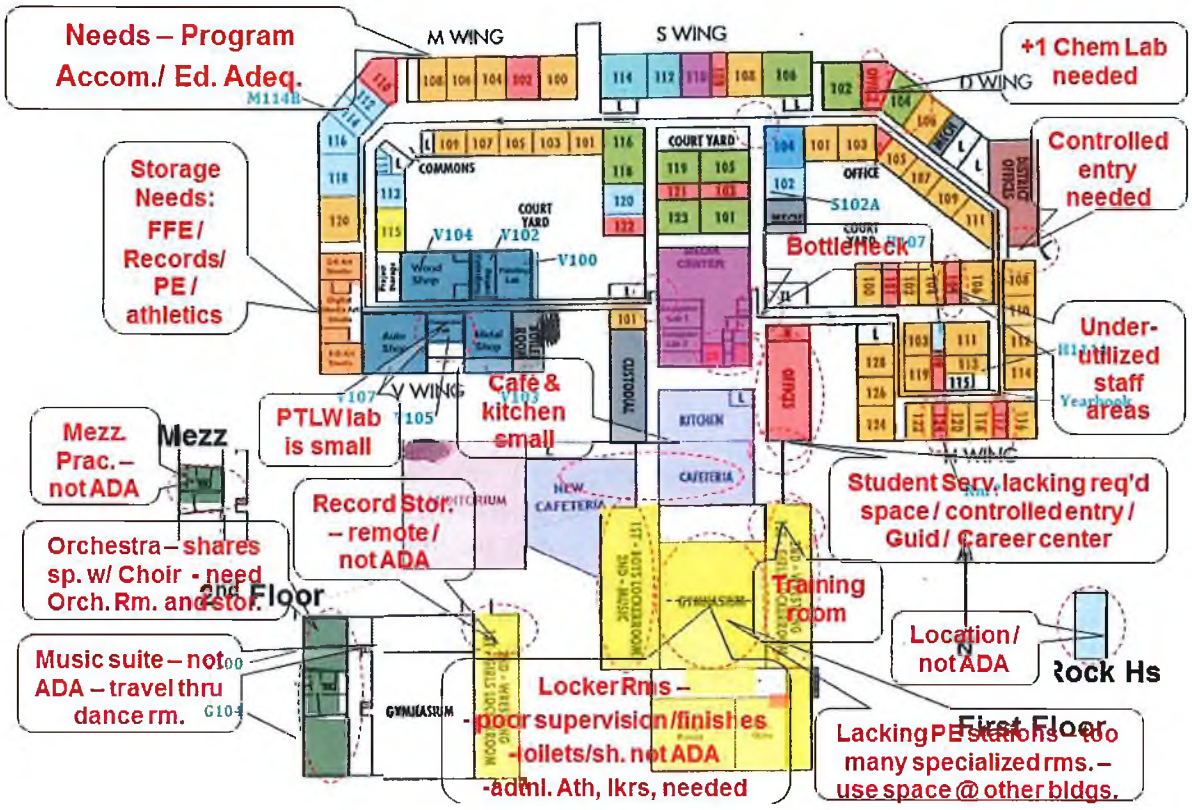
Educational Adequacy

For the purposes of this study, educational adequacy is the, "analysis of how well the structural organization of the building supports the educational programs and services currently in place in the school/district and how well it will support the changing trends of education well into the future." Several different processes were used in analyzing the educational adequacy of Northfield High School. Those processes included a i) room utilization study, and ii) extensive discussions and surveys with key stakeholders in the district including the school board, district and school administration, faculty and staff, and students and parents from each school.

A comprehensive analysis of how each room was scheduled, staffed and utilized was conducted with the assistance of High School building leadership. Some of the key findings are noted in the illustrations below this commentary. They include:

- There is a lack of sufficient storage throughout the building; this is especially problematic in the physical education/activities area.
- Band, orchestra and choir are three (3) programs essentially sharing a two (2) program space.
- Locker rooms do not 'lend themselves' to easy supervision.
- There are not enough instructional spaces to accommodate the physical education program.
- There is a shortage of lab space in the science area.

Northfield High School



From the stakeholder discussions and surveys

Interviews of key stakeholders such as school administration, school board, faculty, staff, students and parents were conducted by school district leaders. Participants were asked three (3) questions related to educational adequacy of their building. Those questions were; i) what is working well in your buildings today, ii) what is not working well in your building today and iii) if you could, what would you design in your building to make it work better?

There was a general consensus between and among all survey participants that 'what was working well' included:

- The number of classrooms generally provided each teacher with their own classroom; providing adequate professional development space.
- The location of the school is near our downtown.
- Departments are able to co-locate.
- The media center is centrally located.
- The industrial technology area is relatively large and supports the curriculum.
- Courtyard areas are nice.
- The art rooms support the curriculum.

When asked 'what is not working well,' there was a general consensus between and among all survey participants that:

- The Rock House Access and handicapped accessibility is below standards and code.
- Gymnasiums (location and size) are not adequate.
- Three (3) music programs (band, orchestra and choir) share two (2) instructional spaces.
- The general layout of the building is inefficient (sprawling and meandering) and unwelcoming (hallways are poorly lit and typically congested during passing times).
- Some special education programs do not have spaces designed to accommodate their needs.
- There is 'uneven' temperature control throughout the building.
- There are no flexible spaces able to accommodate small group instruction or collaborative learning opportunities for students.
- There are too few conference rooms to meet the needs of service providers.
- The commons area is too small.
- School entrances lack identity and sufficient levels of security.
- There is a lack of storage space throughout the school.
- The public address system does not work properly.
- Lighting throughout the building is inadequate and does not provide sufficient levels of light.

When asked 'what would you do differently' at the High School, there was a general consensus between and among all survey participants that:

- Relocate District and/or High School Offices- improve access and security.
- Provide natural light throughout the building.
- Convert courtyards into 'student friendly' gathering areas.
- Provide professional develop space for faculty and staff.
- Expand/create commons areas for students.
- Expand the size of existing science labs.
- Create 'flexible' learning areas for students and staff to use. (Large group, small group, collaboration, hands-on projects).

- Expand student and staff parking.
- Upgrade student and faculty restrooms throughout the building.
- Upgrade technology (access points, charging stations, WiFi etc.).
- Create 'high ceilings' in classrooms.
- Expand and/or upgrade outdoor athletic areas (consider a field house for year-round use).
- Create a more efficient cafeteria with acoustics that allow conversations.

Demographic Analysis

As noted above in the fall of 2014, the District commissioned a demographic study to be done. The purpose of the study was to evaluate population trends of Northfield and the surround area/communities served by the District. A comprehensive report was provided to the Board in September 2014 and can be seen on the District's website. Some of the findings of the report are summarized below. When considering the need for new facilities, three (3) factors serve as prime motivators that drive the need; i) the age/condition of facilities (deferred maintenance), ii) the ability of the facilities to adapt and support the kind/quality of school programs and services provided (educational adequacy), and iii) the capacity of the facilities to hold the student population (demographics).

From the demographic study, enrollment over the past five (5) years at the High School showed an overall decrease. (Table 8)

ENROLLMENT										
Grade	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
9	324	336	336	331	305	346	307	310	319	328
10	311	313	332	335	317	311	335	298	307	310
11	327	319	305	322	326	310	298	319	292	296
12	312	300	313	296	314	335	313	292	326	295
Total	1,275	1,268	1,286	1,285	1,262	1,302	1,253	1,219	1,244	1,229

Table 8

However, according to the study, the enrollment at the senior high school over the next ten (10) years is, "...projected to increase..." This increase is due to the difference in the size of the incoming freshman class to the outgoing senior class.

One thing that is important to note from the demographic study is the positive net gain in students opting to enroll into the Northfield School district when compared to the number that have chosen to opt out of the District and pursue their education through alternative means. Table 9 below shows the positive gains made by the District through enrollment options such as PSEO, Charter Schools, Home-Schooling and Open Enrollment into another school district.

The findings suggest that programs and services provided by the District are well thought of, both locally and regionally.

PUBLIC OPTIONS					
	In	Out			
Year	Open Enrollment & Tuition	Open Enrollment & Tuition	Charter Schools	Other Options* (ALC and Other)	Net
2004-05	279	124	181	118	-26
2005-06	247	129	197	58	-79
2006-07	257	147	189	89	-79
2007-08	250	135	201	77	-86
2008-09	294	144	205	98	-55
2009-10	276	157	256	80	-137
2010-11	282	176	262	76	-156
2011-12	262	164	254	67	-156
2012-13	278	191	300	42	-213
2013-14	281	193	268	52	-180

Table 9

Summary

Northfield High School has undergone many updates and expansions. The architectural and engineering analysis at the School found that the building has been well maintained. However, there are a number of repair and maintenance needs that should be attended to in the immediate future. Those needs include monitoring and patching the roof as needed to prevent water penetration, replacing windows in certain areas of the building to improve operating efficiency and upgrading the HVAC system to better insure even distribution of air throughout the building.

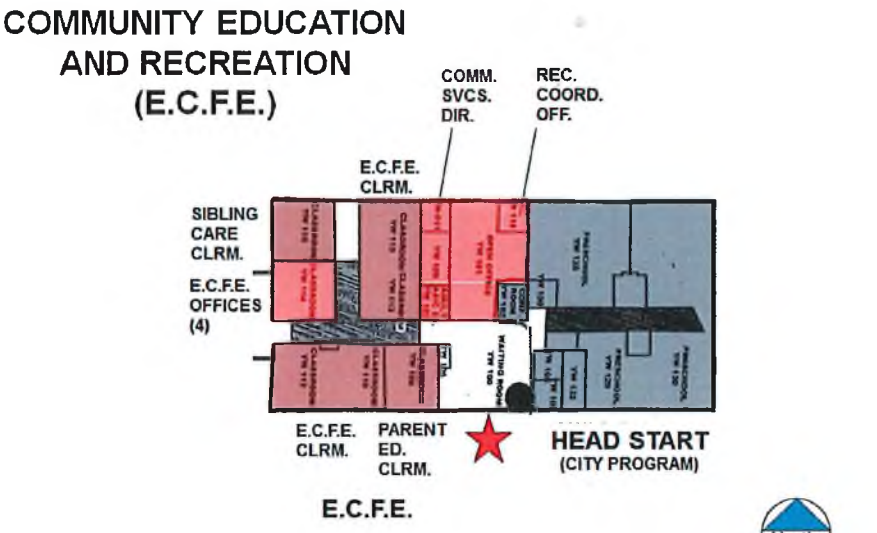
Educationally, there are numerous shortcomings. Those include a cafeteria that is too small, the lack of a student commons area, and a lack of appropriate space to properly accommodate either the music and/or physical education programs. Suggested solutions to address these issues are presented in Section 8 of this report.

However, while the District might choose to address some of the space issues through a pathway of constructing additions and/or building reconfiguration, found in both the architectural analysis and key stakeholder feedback, many of the shortcomings cited would remain unattended and, in fact, cannot be addressed through architectural/design solutions. For example, the location of the 'Rock House' program, energy inefficiency, narrow hallways, poor 'functional' design, poorly lit areas, the lack of natural lighting, and the poor use of courtyard areas are just a few structural and building organizational problems that will remain regardless of a decision to add more space. A pathway leading to the construction of a new high school is outlined in Section 8.

Section 7: Northfield Community Resource Center (NCRC)

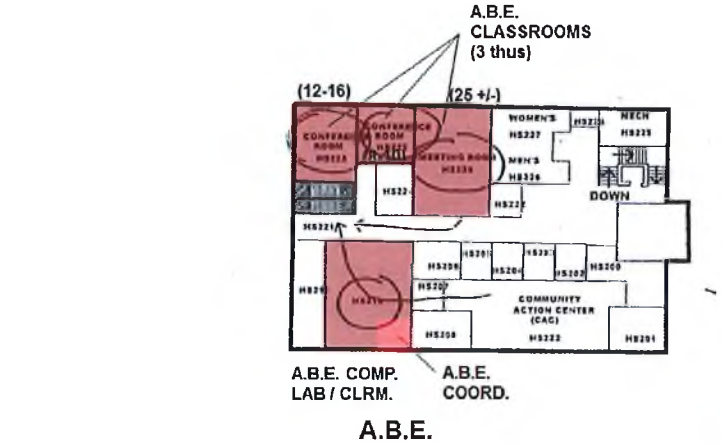
The Northfield Public School leases space from the city of Northfield to house its community education and Early Childhood Family Education Programs. The space that is utilized is a part of the Northfield Community Resource Center. Below are diagrams of the spaces that are now being used. As shown, the early childhood programs are located on the first floor. The adult basic education and coordinator's offices are on the second floor.

Northfield Community Resource Ctr.



First Floor Plan

Northfield Community Resource Ctr.



Second Floor Plan

From the stakeholder discussions and surveys

Interviews of key stakeholders such as school administration, school board, faculty, staff, students and parents were conducted by school district leaders. Participants were asked three (3) questions related to educational adequacy of their building. Those questions were; i) what is working well in your buildings today, ii) what is not working well in your building today and iii) if you could, what would you design in your building to make it work better?

There was a general consensus between and among all survey participants that 'what was working well' included:

- The Head Start and ECFE programs were co-located.
- Parent access to different programs/services
- Adequate parking
- Size/flexibility of the classrooms
- Technology
- Parent education and child programs are adjacent to one another

When asked 'what is not working well,' there was a general consensus between and among all survey participants that:

- Security entering the building
- Isolation of ABE classrooms
- Uneven temperature control
- Safety of parking lot for children
- Lack of large motor gym space
- No kitchen space

When asked 'what would you do differently' at the High School, there was a general consensus between and among all survey participants that:

- Start over – new district-owned building (CE, ECFE, ABE, ECFE Sp Ed)
- Functional meeting space & space for private conversations
- SMART room
- Additional ECFE classroom, parent ed only
- SMART room
- Large motor / gym

Summary

Based upon feedback from the key stakeholders of the NCRC, the existing facility appears to meet the basic requirements of providing adequate programs and serves. However, there is an overwhelming desire to combine these programs with the EC programs and some of the other support services located at Longfellow School. Because the space is leased from the city, making modifications to correct the inefficiencies cited in by stakeholders would not appear to be feasible.

Section 8: Planning the Future

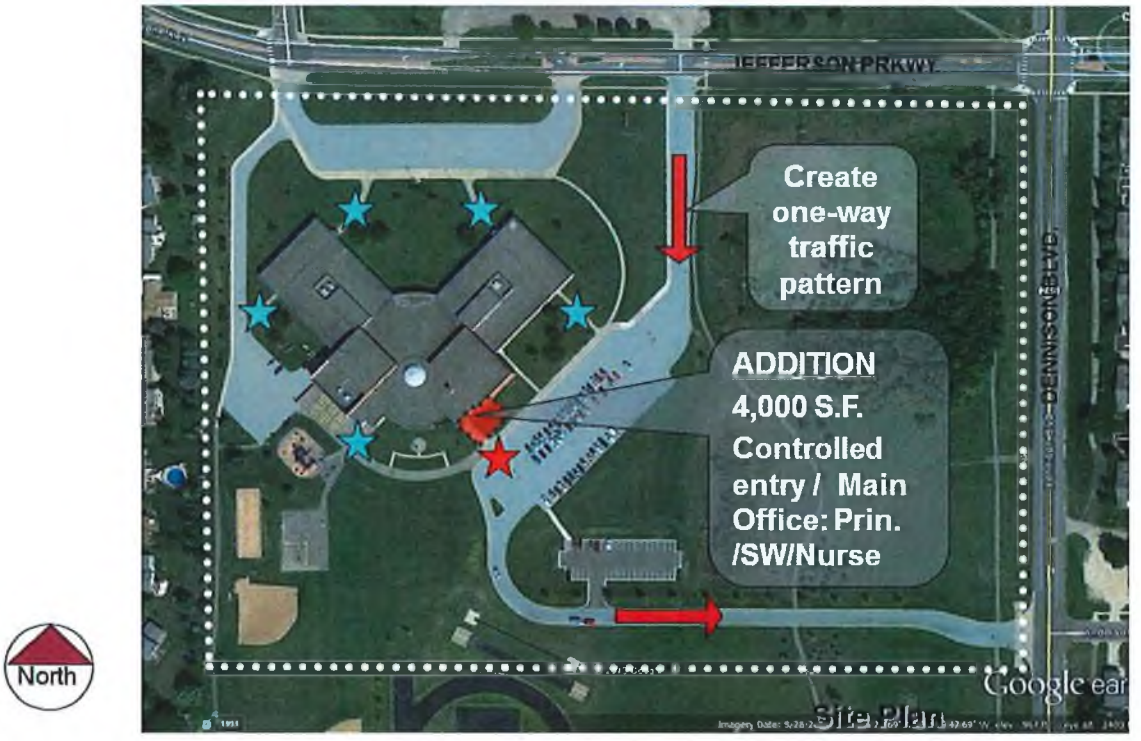
ATS&R has been asked to provide possible alternative approaches for the Northfield Board and administration to consider that ensures their existing school facilities would be maintained in a manner that would maximize their longevity as well as properly support the educational programs and services provided within them. Below is a pair of possible approaches that might be considered by the Board. These approaches have been arranged in two (2) sets; an 'Independent Action' approach and an 'Interdependent Action' approach. The first approach (Independent Action) provides the opportunity for the Board to select from a range of possible building modifications as a means of improving the overall educational adequacy of their school buildings. In this approach, the Board may select any one or more alternative 'upgrades' to its buildings and, by so doing, may not affect possible changes to its other buildings. The second approach (Interdependent Action) provides the Board with an opportunity to begin a systematic, long-term commitment to the complete upgrade of all school buildings. This approach begins with the repurposing of Greenvale Park, the construction of a new Greenvale Park Elementary, the subsequent repurposing of Longfellow School and a pathway leading to the construction of a new high school if such an outcome is desired.

APPROACH ONE: INDEPENDENT ACTION TO UPGRADE FACILITIES

Bridgewater Elementary School

Findings from the study identified no real concerns relative to deferred maintenance of the building. However, two (2) areas were cited relative to access to the building and the space available to properly provide small group and special education instruction.

Bridgewater Elem. School



The aerial view of Bridgewater Elementary shown above notes the narrow entry/exit to the school building that creates congestion in the drop-off zone as well as at the entry to the school from Jefferson Parkway. Widening the roadway leading into the school and/or creating a 'one-way' traffic route into and out of this drop-off area would greatly reduce the safety problems that now exist.

Also shown in the photo above is a proposed addition at the front entryway of the building. The location of this new space can also be seen in the illustration on the next page.

Bridgewater Elem. School

Floor Plan

Relocating the building office complex to the front entryway addresses two (2) concerns cited in the building review. First, through the relocation, a secure entrance can be established; requiring parents and visitors to pass through the office during the school day. Second, the vacated office space can be repurposed to provide essential small group and individualized instructional space for student and faculty use. The estimated costs to address both of these issues would approach $1.7M.

Greenvale Park Elementary School

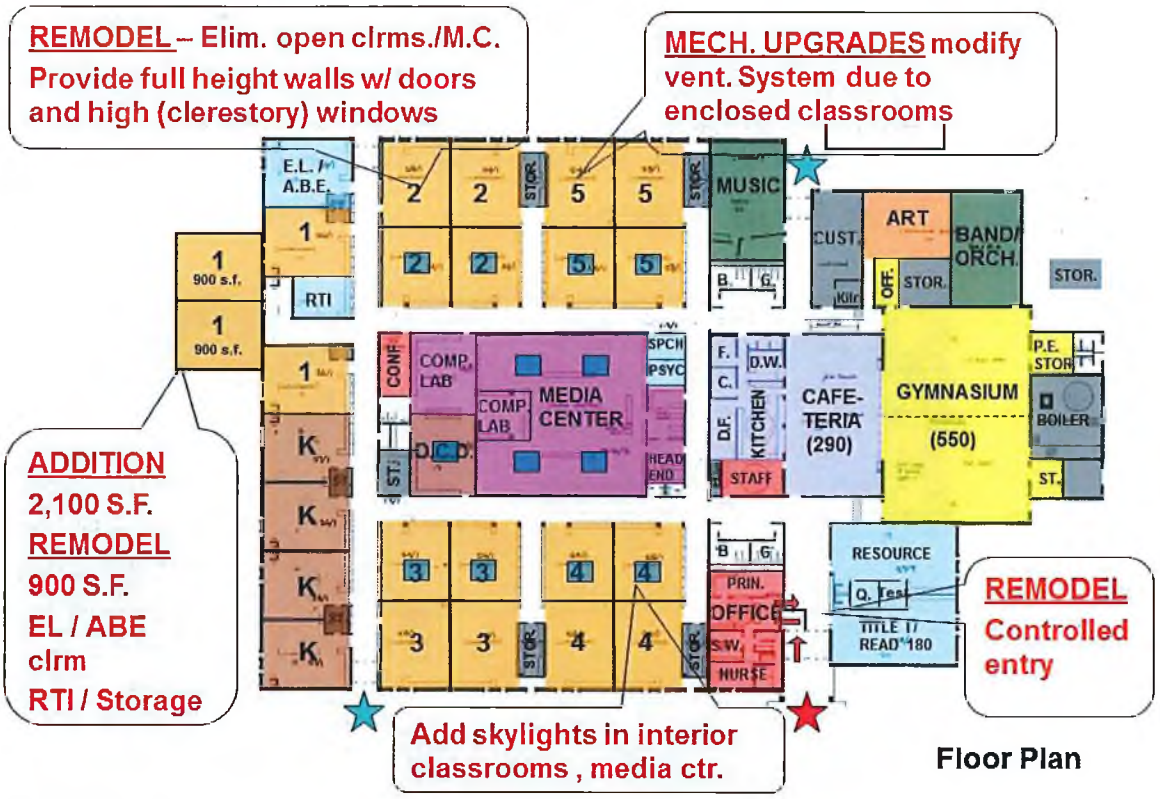
The review of District facilities suggest that there are really two (2) different directions the Board may consider when considering steps to bring Greenvale Park up to standard; both from a deferred maintenance point of view as well as from an educational adequacy point of view. The first approach is described below and should be considered as a part of the 'Independent Action' approach to facility renewal. The second approach for the Board, when considering possible modifications to Greenvale Park Elementary, is described in: 'Interdependent Action to Repurpose and Upgrade Facilities.'

Greenvale Park Elem. School

Site Plan

In the aerial photo above, it can be seen that the Greenvale Park Elementary school sits on a relatively large site. One of the findings of the study suggest that both the cafeteria and media center serving the students and staff in the school are undersized and in need of expansion. It was also noted that kindergarten rooms were undersized. The site, as shown above, is easily capable of accommodating an expansion in the building should a decision be made to address some of the above noted deficiencies. However, as shown in the illustration below, the because the building was originally designed to accommodate an 'open classroom model', a model not currently in use today, a considerable number of adjustments have already been made to improve the alignment between the building's design and the current instructional utilization.

Greenvale Park Elem. School

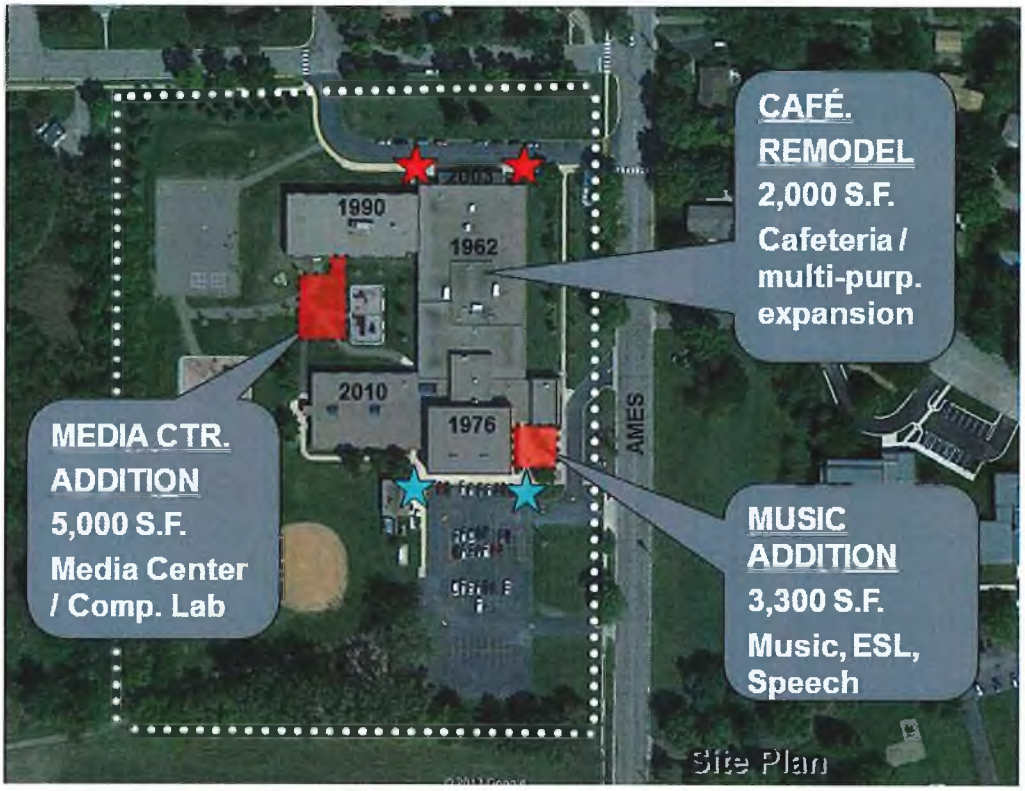


Along with modifications as shown above, the building requires significant upgrades to its HVAC system. Estimates to make all necessary changes, both repair and betterment, as well as educational adequacy, approaches $5.8M.

Sibley Elementary School

Findings from the study suggested that consideration should be given to resurfacing and expanding the parking lot areas on this site. The aerial photograph below shows that there would be ample room for an expansion.

Sibley Elem. School



Also shown on the photograph are suggested possible expansions to the current facility. The study found that the current sizes of the cafeteria and media center at Sibley are not properly sized; both need additional space to comfortably accommodate the current student enrollment. In addition, there is not adequate space to provide instruction in special program areas such as ESL, speech and RTI. This can be seen more clearly on the diagram on the next page.

Sibley Elem. School

The primary challenge in renovating this site is the current location of the cafeteria and media center. It can be seen in the diagram above that both of these spaces are located in the interior space of the building. The location of the kitchen/cafeteria is especially problematic. Deliveries to the kitchen must be taken through the hallways. A decision to provide additional music space, expand the cafeteria and media center and create more space for small group instruction would require an addition(s) to the building. The diagram above shows one possible placement of an addition to this building. However, a more careful analysis of the entire site would be required to ensure the most efficient and cost effective location.

The estimated cost for the Music addition is $1.2M. The remodeling to expand the Cafeteria and the Media Center addition must occur at the same time; the estimated cost for this work could be expected to approach $2.3M.

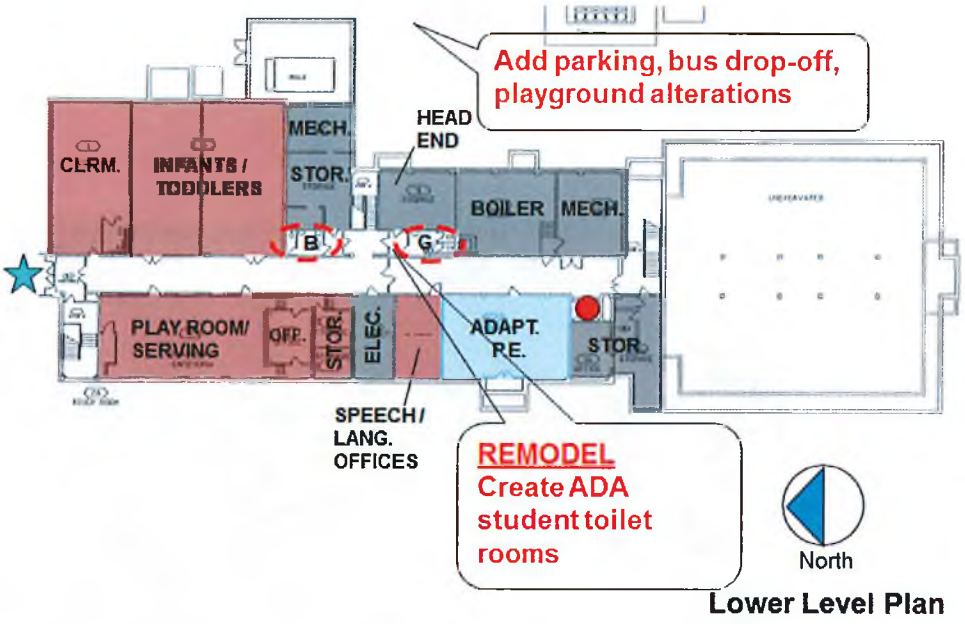
Longfellow EC/ALC Center

The aerial photo below shows the relatively small site that hosts Longfellow school. The original portion of the building was constructed in 1941 and- when planning long term- may need to be replaced. However, the building has been well maintained and if the Board chose to address the deferred maintenance identified in this report, the building can remain as a viable learning facility for years to come. The site could be improved through modest expansion of the parking lot.

Longfellow E.C. / ALC

Below is a diagram of Longfellow School. If a decision is made to proceed within the framework of 'Approach One: Independent Action to Upgrade Facilities,' little will need to be invested to address the educational inadequacies that have been identified. Longfellow will remain as a school that houses both the ALC program as well as some of the EC programs currently offered by District. It should be noted however that changes recommended by program users and key stakeholders would not be addressed in this solution. Some EC programs and the Community Education programs would remain in separate facilities. The estimated costs to upgrade Longfellow for programs currently found in it would approach $0.5M.

Longfellow E.C. / ALC



Lower Level Plan

Northfield Middle School

Northfield Middle School is the newest school building in the District. As shown below, it sits on a site that provides outdoor learning space. The parent drop off/pick up space is separated from the bus unloading and loading area; providing maximum safety for students in the critical hours immediately before and after school. However, as shown below, the entryway into the school parking lot is below standards. Consideration should be given to expanding the entryway.

Northfield Middle School

Site Plan

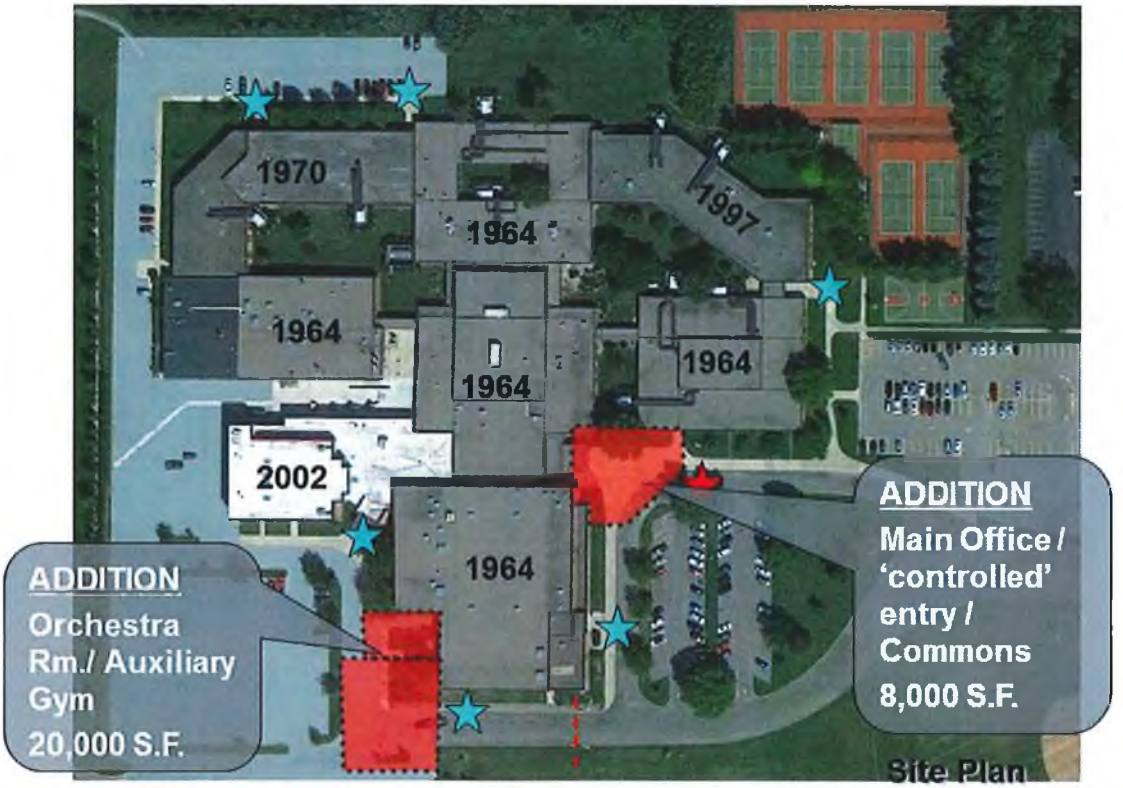
The diagram below shows the layout of the middle school. As noted in Section 5 of this report, modifications to expand the cafeteria and provide science classrooms in the 6th grade houses were determined to not be "viable" options due to the significant additions and alterations needed, especially when considering the needs at the other district facilities. Additional evaluation and analysis of this facility would be required before a recommendation could be made to make such modifications. Expanding the access drive to provide additional space for parent drop-off and pick-up and reduce vehicular congestion should be considered, the estimated costs is $0.2M.

Northfield Middle School

Northfield High School

The aerial photograph below illustrates how often the senior high school has been added onto. From evidence gathered through interviews and architect analysis, the building's operational efficiency and educational adequacy has been compromised because of the spread out configuration of the building. In addition, while not visible in the photograph below, the site's ability to accommodate the many extracurricular programs (including the fine arts) was identified by key stakeholders to be of significant concern.

Northfield High School

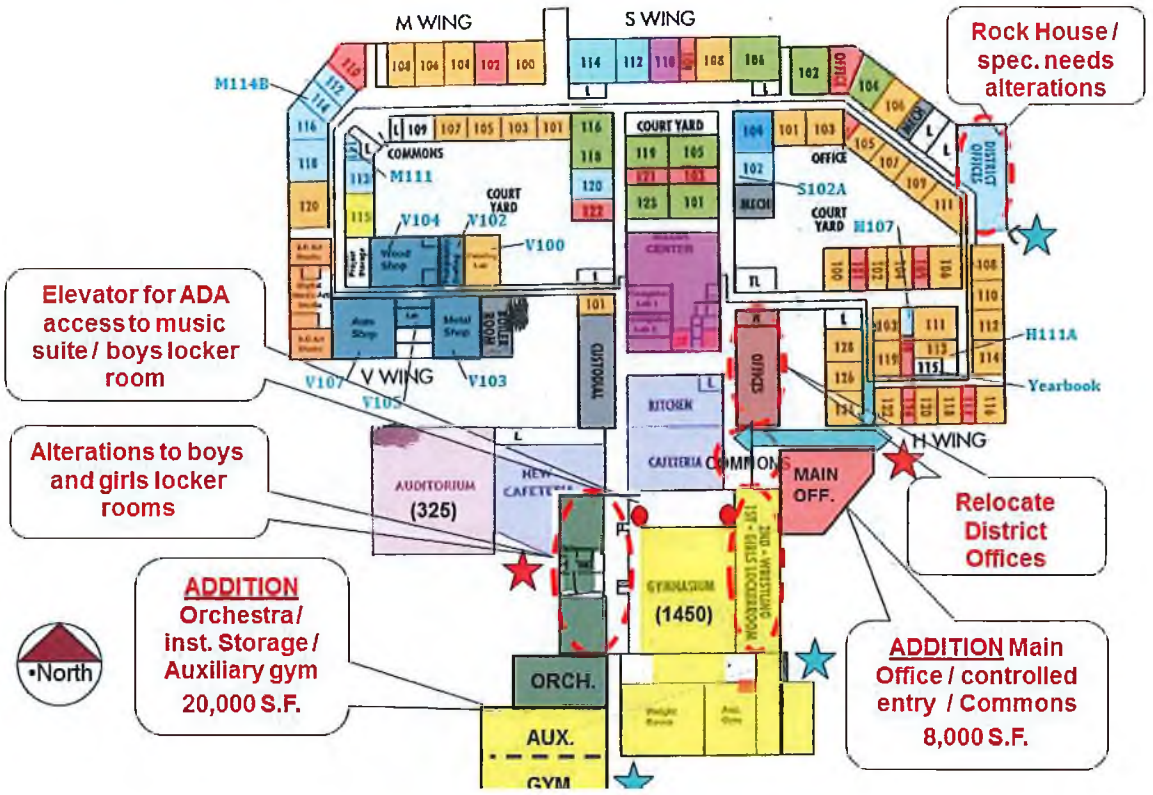


The diagram of the high school shown below shows how the many additions to the original school building have been incorporated into the high school instructional program. Based upon stakeholder input, the following areas need to be addressed:

- Addition to accommodate the orchestra program including instrument storage and handicap accessible practice and ensemble rooms.
- Addition for physical ed. gymnasium space / auxiliary gymnasium.
- Remodel existing boys and girls locker rooms to replace lockers, provide handicap accessible toilet and shower areas, improve supervision and replace deteriorated finishes.
- Provide elevator for appropriate handicap access to music suite and boys locker room.

- Expansion of main office to provide appropriate space for Guidance, Career Center, Police Liaison, Chemical Health, Campus Supervisor, etc… as well as the creation of a 'controlled' and identifiable main public building entrance.
- Relocation of the District Office to existing high school office area.
- Relocation of the program in the Rock House into the current district office space.

Northfield High School



The estimated cost for these additions and alterations could be expected to approach $12.5M.

A synthetic turf field at Memorial Stadium along with improvements to the existing site drainage is estimated to cost an additional $2.0M.

It is important to note that these proposed additions and alterations do not address all of the educational adequacy issues identified such as the sprawling, inefficient building layout and congested corridors as correcting these issues were determined to be cost prohibitive.

A summary of the actions that might be considered by the Board under this Independent Approach to facility improvement is shown in the table below.

Approach One: Independent Action to Upgrade Facilities

Grades K-5

Bridgewater Elem.

- Main Office Addition
- Special Needs Alterations

$1.7 M

Greenvale Park Elem.

- Controlled entry
- Classroom Adtn.
- Secure Classrms.
- Natural light
- Mech. Upgrades

$ 5.8 M

Sibley Elem.

- Music Adtn. **$1.2 M**
- Café. Exp. / Media Ctr. Addition **$2.3 M**

Est. Costs: $8.7 – 11.0 M

Grades 6-8

Northfield Middle School

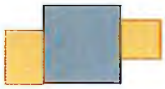
- Expand Driveway

$0.2 M

$0.2 M

Grades 9-12

Northfield High School



- Orchestra Addition
- Aux. Gym Adtn.
- Main Office Adtn.
- Locker Rm. Alts.
- Elevator Adtn.
- Rock House Alts.
- District Office relocation

$12.5 M

- Synthetic turf field

$2.0 M

$14.5 M

District

Longfellow E.C. / A.L.C.

- Add parking
- Improve bus drop – off / play area
- ADA toilets

$0.5 M

Northfield Comm. Resource Center

$0.5 M

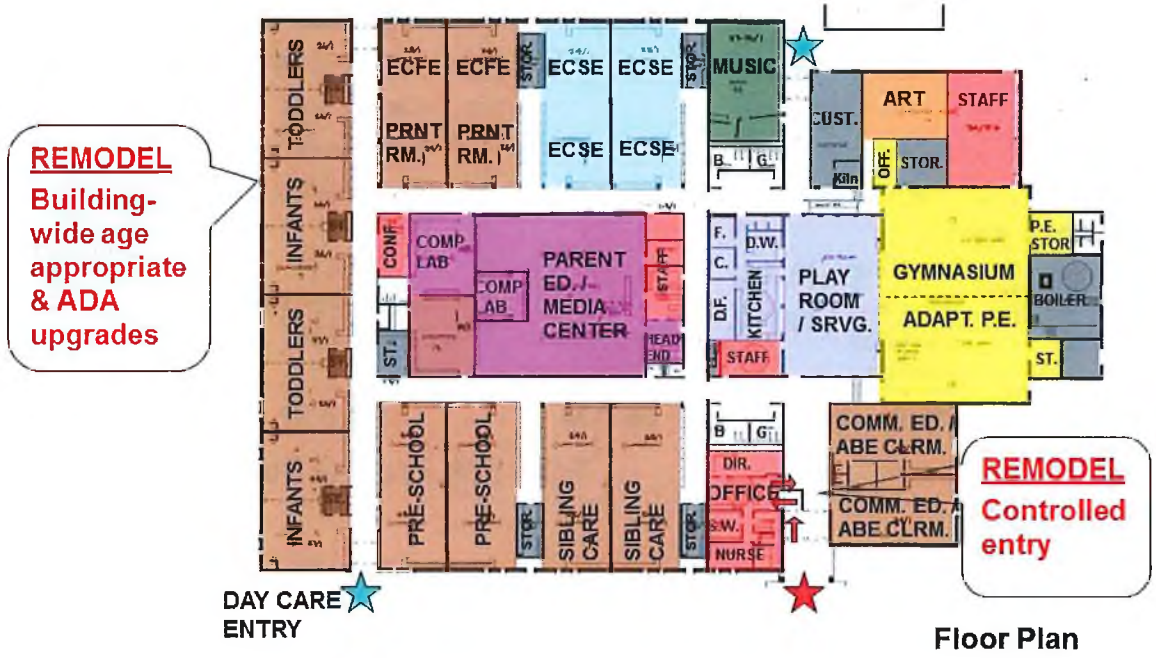
Total Est. Project Costs: $22.4 – 26.7 M

APPROACH TWO: INTERDEPENDENT ACTION TO REPURPOSE AND UPGRADE FACILITIES

The second approach the Board may want to consider is to repurpose Greenvale Park and Longfellow schools. The advantages to this approach include:

- Making the best use of its oldest building by relocating the District Office.
- Reducing the overall costs associated with upgrading Greenvale Park to continuing to accommodate a K-5 program.
- Having the ability to co-locate all EC and community education programs.
- Developing a long-term pathway leading to the construction of a new high school.

Greenvale Park – Conversion to E.C. / Community Center



Above is concept floor plan showing how the Greenvale Park School could be repurposed to create the Greenvale Park Early Childhood / Community Center. This facility would house all district Early Childhood, Adult Basic Education and Community Service programs and provides space to accommodate the expansion of programs and services needed in the district. Locating all these functions in one facility creates efficiencies in providing services to the community and improves collaboration among staff. This approach would no longer require the use of the Northfield Community Resource Center (NCRC).

The estimated cost for this work could be expected to approach $600,000.

Greenvale Park – Conversion to E.C. / Community Center
New Elementary School

NEW ELEMENTARY SCHOOL

90,000 s.f.

600 Stud. (K-5)

150 sf / student

Estimated cost
$ 22.0 M

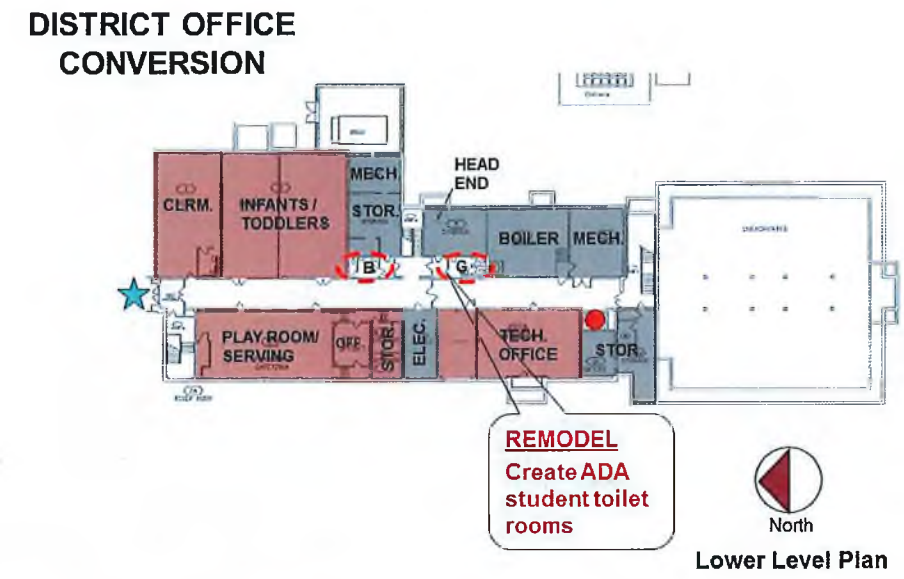
Concept Site Plan

Above is a Concept Site Plan of the proposed new Greenvale Park Elementary School that locates the new building on the east side of the Greenvale Park site. This concept expands the parking space that would be located between the 2 facilities. A bus drop-off and pick-up area is shown on the south side of the school, new play areas could be developed on the north side of the site.

The new elementary school would be approximately 90,000 square feet and would be designed for 600 students, grades K-5. The design of the school anticipates a two story classroom wing that reduces the impact on the site and is a more efficient use of space.

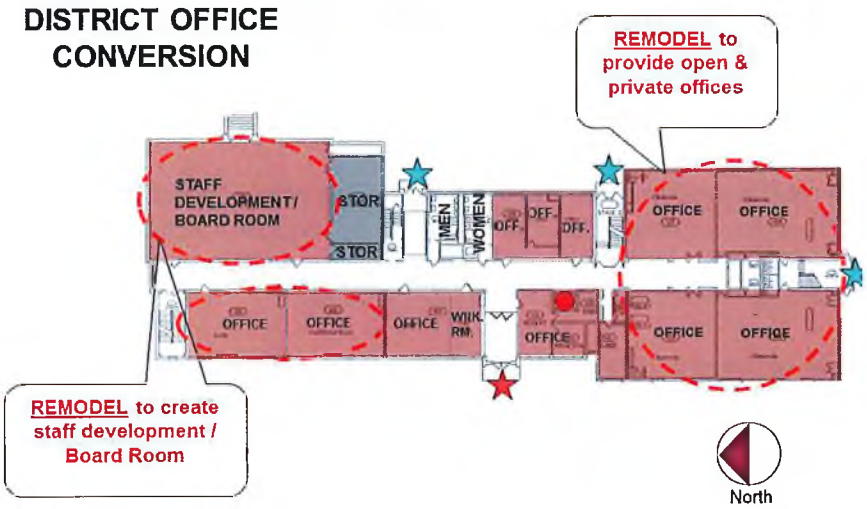
Estimated project cost for the new elementary school and associated site work could be expected to approach $22.0 M.

Longfellow – District Office / ALC



Lower Level Plan

Longfellow – District Office / ALC



Ground Level Plan

Concept floor plans of Longfellow School above illustrate the possible layout of the school to accommodate the various District Office services. The Lower Level would remain primarily as is, serving as a day care facility for the ALC students. ADA toilet upgrades would be provided. The Ground Level would house all District Offices in one facility, creating operational efficiencies and improving collaboration among administrators and staff. Former classroom spaces would be remodeled to provide private and open office spaces as needed. The existing gymnasium would be remodeled to provide flexible space for staff development, meetings and the Board Room. The Upper Level would remain as the ALC. Estimated cost for these alterations is approximately $700,000.

New Proposed Northfield High School

NEW HIGH SCHOOL

255,000 sf

1,500 Stud. (9-12)

170 sf / student

Synthetic turf field

Estimated Cost
$78.5 M

Concept Site Plan

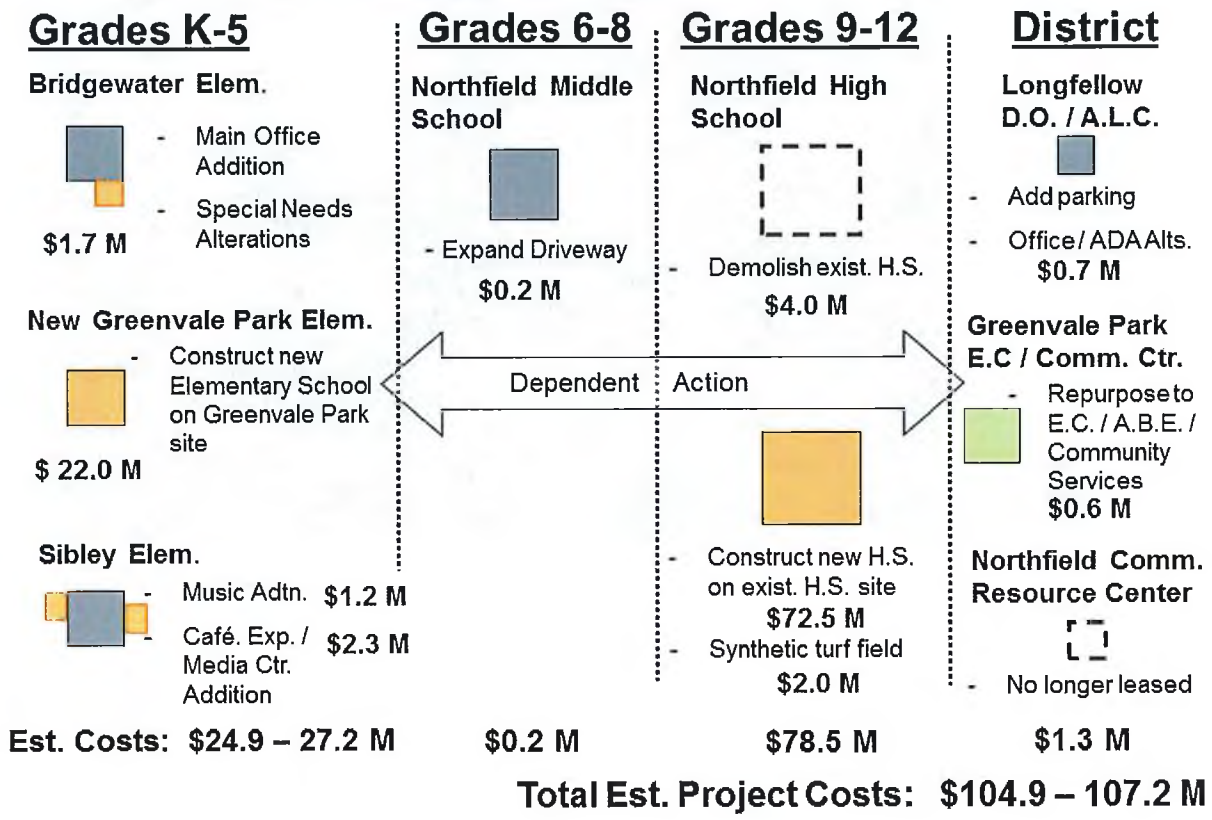
Above is a Concept Site Plan of the proposed new High School constructed on the existing Northfield High School site. Locating the new facility on the southeast east corner of the site allows the new building to be constructed while the existing high school is occupied. When the new high school is completed and occupied, the existing building can be demolished. The concept site plan maintains existing parking areas, drives and athletic fields where possible.

The new high school would be approximately 255,000 square feet and would be designed for 1,500 students, grades 9-12. The design of the school anticipates a two-story classroom wing that reduces the impact on the site and is a more efficient use of space than the current, mostly single story, facility.

Estimated project cost for the new high school facility and related demolition and site improvements is $78.5 M, including a synthetic turf field at Memorial Stadium.

A summary of the actions that might be considered by the Board under this Interdependent Approach to facility improvement is shown in the table below.

Approach Two: Interdependent Action to Repurpose and Upgrade Facilities



Est. Costs:	$24.9 – 27.2 M	$0.2 M	$78.5 M	$1.3 M

Total Est. Project Costs: $104.9 – 107.2 M

Appendix A

Deferred Maintenance Costs

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

DEFERRED MAINTENANCE SUMMARY

8/13/2014

	SCHOOL	Level 1 Considerations	E.E. Level 1 Considerations	Level 2 Considerations	E.E. Level 2 Considerations	Level 3 Considerations	E.E. Level 3 Considerations	Total
1	Bridgewater Elementary School	$1,731,400	$0	$0	$0	$268,300	$67,200	$2,066,900
2	Greenvale Park Elementary School	$2,828,400	$0	$0	$0	$305,100	$28,500	$3,162,000
3	Sibley Elementary School	$725,600	$0	$187,500	$0	$634,000	$40,300	$1,587,400
4	Longfellow ALC / Early Childhood	$1,183,100	$0	$25,000	$0	$111,200	$53,100	$1,372,400
5	Northfield Middle School	$500,000	$0	$2,437,500	$0	$180,700	$233,800	$3,352,000
6	Northfield High School	$3,119,400	$0	$1,400,400	$0	$1,007,300	$100,600	$5,627,700
	Total	**$10,087,900**	**$0**	**$4,050,400**	**$0**	**$2,506,600**	**$523,500**	**$17,168,400**

Deferred Maint. Considerations
1 - Short Term Need (0 -3 Yrs.)
2 - Mid Term Need (4 - 6 Yrs.)
3 - Long Term Need (7 - 10 Yrs.)

Energy Efficiency Considerations
1 - Energy Savings Payback (0-5 Years)
2 - Energy Savings Payback (6-10 Years)
3 - Energy Savings Payback (10 + Years)

Guiding Principles
Maintain student learning environment
Security of students, staff and community
Indoor air quality / comfort of occupants
Protect taxpayer investment

Category Legend
A - Architectural (exterior envelope, materials, equipment, finishes,)
M - Mechanical Systems (HVAC, plumbing, fire protection,)
E - Electrical Systems (elec. distribution, power, lighting,)
T - Technology Systems (data, voice, video, security, sound,)
S - Site (landscaping, walks, drives, parking, playfields, irrigation,)
R - Remodeling
AD - Addition

Other Factors to Consider:
Hazardous Material Clean-up Costs
Legal / Interest Costs, and Special Construction Services

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Bridgewater Elementary School

Deferred Maintenance

Owner Provided		Consid. Level	E.E. Consid. Level		Item Description	Project Cost
	Def Maint	3		A	Exterior wall repair; joint sealant replacement with minor tuck pointing (2022)	$62,500
	Def Maint	1		A	Roof repair (2014 & 2015)	$10,000
	Def Maint	1		A	Replace roof (2017)	$1,562,500
	Def Maint	1		A	Carpet repairs or replacement; D primary wing (2015)	$42,500
	Def Maint	1		A	Carpet repairs or replacement; remainder of building	$50,000
	Def Maint	1		M	HVAC - Add ventilation to 3 small classrooms (converted storage rooms)	$57,000
	Def Maint	3		M	HVAC - Add AC for Gym AHU	$52,500
	Def Maint	3		M	HVAC - Change pneumatic actuators to DDC for Control Dampers and Valves	$137,500
	Def Maint	3		E	Electric Service - Provide Arc Flash Study	$15,750
	Def Maint		3	E	Provide 50KW Generator for emergency and life safety	$43,750
	Def Maint		3	E	Interior Lighting - Add occupancy sensors for HVAC control	$6,250
	Def Maint		3	E	Upgrade Exit Signs to LED	$7,813
	Def Maint		3	E	Exterior Lighting - Provide LED Lights	$9,375
	Def Maint	1		T	Upgrade PA system (to be compatable with digital telephone system)	$9,375
						$0
						$1

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Bridgewater Elementary School

Deferred Maintenance

	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1		$1,731,400
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2		$0
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3		$268,300
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3		**$1,999,700**
		Arch Level 1	$1,665,000	
		Mech Level 1	$57,000	
		Elec Level 1	$0	
		Tech Level 1	$9,400	
		Site Level 1	$0	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$1,731,400	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1		$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2		$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3		$67,200
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3		**$67,200**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE		**$2,066,900**

Other Factors to Consider:	
Hazardous Material Clean-up Costs	
Legal / Interest Costs, and Special Construction Services	

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Greenvale Park Elementary School

Deferred Maintenance

Owner Provided		Consid. Level	E.E. Consid. Level		Item Description	Project Cost
	Def Maint	1		A	Exterior wall repair; linestone repair and tuck pointing	$100,000
	Def Maint	3		M	Plumbing - Replace classroom sinks (bubbler must have at least an 18-inch separation from any faucet spout - Plumbing Code)	$130,000
	Def Maint	3		M	Plumbing - Replace foot operated semi-circular wash fountains with new sensor activated wash fountains	$50,000
	Def Maint	3		M	Plumbing - Replace remote tank urinals with sensor flush valve urinals	$30,000
	Def Maint	1		M	HVAC - Steam to HW conversion with new HiEff Condensing Boilers	$850,000
	Def Maint	3		M	HVAC - remove oil storage tank and system	$3,750
	Def Maint	1		M	HVAC - Replace MZ AHU A-1 serving Admin area with VAV system	$112,500
	Def Maint	1		M	HVAC - Replace MZ AHU A-2 serving Kindergarten/ Music area with VAV System	$184,375
	Def Maint	1		M	HVAC - Replace AHU's C-1 & C-2 and reheats serving classroom areas with VAV systems w/ Energy Recovery	$975,000
	Def Maint	1		M	HVAC - Replace AHU C-3 serving Media Area with new AHU	$106,125
	Def Maint	1		M	HVAC - Replace AHU A-3 serving Boiler Room with new AHU	$62,625
	Def Maint	1		M	HVAC - Replace AHU A-4 serving Gym with new AHU	$138,500
	Def Maint	1		M	HVAC - Replace AHU-5 serving Upper Lunchroom/Stage with new AHU	$88,000
	Def Maint	1		M	HVAC - Replace AHU A-6 serving the Locker Rooms with new AHU	$67,750
	Def Maint	1		M	HVAC - Change pneumatic actuators to DDC for Radiation Control Valves	$18,750
	Def Maint	1		M	HVAC - Clean and seal existing ductwork	$41,875

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Greenvale Park Elementary School

Deferred Maintenance

	Def Maint	1		M	HVAC - Test and Balance	$50,250
	Def Maint	1		M	HVAC - Commissioning	$25,125
	Def Maint	3		E	Electric Service - Provide Arc Flash Study	$12,563
	Def Maint	3		E	Switchboards / Panelboards - Replace old switchboard and panels.	$78,750
	Def Maint		3	E	Interior Lighting - Add occupancy sensors	$8,500
	Def Maint		3	E	Upgrade Exit Signs to LED	$10,625
	Def Maint		3	T	Upgrade PA system (to be compatable with digital telephone system)	$9,375
	Def Maint	1		S	Concrete replacement and repairs	$7,500
	Def Maint					
						$1

	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1	$2,828,400
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2	$0
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3	$305,100
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3	**$3,133,500.00**
		Arch Level 1 $100,000	
		Mech Level 1 $2,720,900	
		Elec Level 1 $0	
		Tech Level 1 $0	
		Site Level 1 $7,500	
		Remodel Level 1 $0	
		Addition Level 1 $0	
		Total Level 1 $2,828,400	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1	$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2	$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3	$28,500

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Greenvale Park Elementary School

Deferred Maintenance

TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3	$28,500
TOTAL PRELIMINARY PROJECT COST ESTIMATE	$3,162,000
Other Factors to Consider:	
Hazardous Material Clean-up Costs	
Legal / Interest Costs, and Special Construction Services	

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Sibley Elementary School

Deferred Maintenance

Owner Provided		Consid. Level	E.E. Consid. Level		Item Description	Project Cost
	Def Maint	1		A	Exterior wall repair (2017)	$87,500
	Def Maint	1		A	Window and skylight replacement (2017)	$93,750
	Def Maint	1		A	Interior Doors / Frames / Hardware - replace doors and windows by music (2015)	$62,500
	Def Maint	2		A	Interior Finishes - New flooring in 1992 addition (2018 & 2020)	$93,750
	Def Maint	2		A	Interior Finishes - Replace carpet in office and computer labs (2017)	$43,750
	Def Maint	1		A	Miscellaneous Equipment - Replace window blinds (2015)	$6,250
	Def Maint	2		M	Plumbing - Replace classroom sinks (bubbler must have at least an 18-inch separation from any faucet spout - Plumbing Code)	$50,000
	Def Maint	1		M	HVAC - Remove existing LP vaporizer and tank for backup fuel for boilers	$43,750
	Def Maint	3		M	HVAC - Replace AHU's for East and West Gyms	$236,500
	Def Maint	3		M	HVAC - New AHU for Music Area with VAV system	$119,375
	Def Maint	3		M	HVAC - New AHU for Athletic Office and Storeroom	$55,875
	Def Maint	3		M	HVAC - New AHU/ERU for Locker Rooms	$70,500
	Def Maint	3		M	HVAC - Change pneumatic actuators to DDC for Control Dampers and Valves	$137,500
	Def Maint	1		M	HVAC - Improve exhaust for dishwasher area with new exhaust fan	$10,000
	Def Maint	1		M	HVAC - Replace original exhaust fans (2015)	$20,000
	Def Maint	3		E	Electric Service - Provide Arc Flash Study	$14,222

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Sibley Elementary School

Deferred Maintenance

	Def Maint		3	E	Interior Lighting - Add occupancy for control of lights and HVAC	$6,875
	Def Maint		3	E	Upgrade Exit Signs to LED	$8,438
	Def Maint		3	E	Exterior Lighting - LED	$25,000
	Def Maint	1		T	Upgrade PA system (to be compatable with digital telephone system)	$9,375
	Def Maint	1		S	Bituminous Paving - overlay / repairs (2015)	$242,500
	Def Maint	1		S	Bituminous Paving - Additional parking lot for 20 cars in front (2017)	$150,000
	Def Maint					
						$1
	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1				$725,600
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2				$187,500
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3				$634,000
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3				**$1,547,100**
		Arch Level 1			$250,000	
		Mech Level 1			$73,800	
		Elec Level 1			$0	
		Tech Level 1			$9,400	
		Site Level 1			$392,500	
		Remodel Level 1			$0	
		Addition Level 1			$0	
		Total Level 1			$725,700	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1				$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2				$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3				$40,300
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3				**$40,300**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE				**$1,587,400**
Other Factors to Consider:						
Hazardous Material Clean-up Costs						

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Sibley Elementary School

Deferred Maintenance

Legal / Interest Costs, and Special Construction Services

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Longfellow ALC / Early Childhood

Deferred Maintenance

Owner Provided		Consid. Level	E.E. Consid. Level		Item Description	Project Cost
	Def Maint	1		A	Exterior wall repair (2015)	$87,500
	Def Maint	1		A	Exterior window and door replacement in 1948 bldg. - Phases I, II and III (2015, 2016, 2017)	$812,500
	Def Maint	1		A	Exterior window and door replacement in 1962 bldg. (2018)	$175,000
	Def Maint	1		A	Replace classroom doors (2014, 2015, 2016)	$18,750
	Def Maint	2		A	Miscellaneous Equipment - New cabinets and countertops in elementary areas	$25,000
	Def Maint	3		M	HVAC - Change pneumatic actuators to DDC for Control Dampers and Valves	$75,000
	Def Maint	3		E	Interior Lighting - Add occupancy sensors for lighting control in spaces for efficiency.	$17,813
	Def Maint	3		E	Emergency Lighting / Exit Signs - Provide new emergency lighting system, replace exit signs with LED type, and connect to generator load.	$8,438
	Def Maint	3		E	Electric Service - Arc flash study is recommended.	$9,910
	Def Maint		3	E	Provide 50KW Generator for emergency and life safety	$43,750
	Def Maint		3	E	Exterior Lighting - Change to LED	$9,375
	Def Maint	1		T	Upgrade PA system (to be compatable with digital telephone system)	$9,375
	Def Maint	1		S	Bituminous Paving - overlay / repairs (2016)	$80,000
						$1
	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1				$1,183,100
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2				$25,000
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3				$111,200

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Longfellow ALC / Early Childhood

Deferred Maintenance

		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3		**$1,319,300**
		Arch Level 1	$1,093,800	
		Mech Level 1	$0	
		Elec Level 1	$0	
		Tech Level 1	$0	
		Site Level 1	$80,000	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$1,173,800	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1		$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2		$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3		$53,100
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3		**$53,100**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE		**$1,372,400**
Other Factors to Consider:				
Hazardous Material Clean-up Costs				
Legal / Interest Costs, and Special Construction Services				

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Northfield Middle School

Deferred Maintenance

Owner Provided		Consid. Level	E.E. Consid. Level		Item Description	Project Cost
	Addition	3		AD	Cold storage and salt / sand storage	$110,400
	Def Maint	1		A	Exterior wall repair; recaulk building exterior (2016)	$62,500
	Def Maint	1		A	Exterior wall repair; tuck pointing (2023)	$156,250
	Def Maint	2		A	Replace roof (2020)	$2,437,500
	Def Maint	1		A	Interior Finishes - Paint gyms (2015)	$18,750
	Def Maint	1		A	Interior Finishes - Sand gym floors and repaint lines (2015)	$20,000
	Def Maint	1		A	Interior Finishes - Pool resurfacing (2016)	$115,000
	Def Maint	1		A	Miscellaneous Equipment - Replace window blinds / window coverings (2014, 2016, 2018, 2020)	$11,250
	Def Maint	3		A	Miscellaneous Equipment - Wrestling mat hoist for auxilary gym (2015)	$31,250
	Def Maint		3	M	HVAC - Reclassify Building to delete pneumatic smoke dampers	$125,000
	Def Maint	3		E	Electric Service - Provide Arc Flash Study	$39,000
	Def Maint		3	E	Provide 100KW Generator for emergency and life safety needs.	$62,500
	Def Maint		3	E	Interior Lighting - Add occpancy sensors for control of lights & HVAC	$15,000
	Def Maint		3	E	Upgrade Exit Signs to LED	$18,750
	Def Maint		3	E	Exterior Lighting - Change to LED	$12,500
	Def Maint	1		T	Upgrade PA system (to be compatable with digital telephone system)	$31,250

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Northfield Middle School

Deferred Maintenance

	Def Maint	1		S	Concrete sidewalk replacement and repairs	$31,250
	Def Maint	1		S	Pavement overlay, crack seal, repairs (2017)	$20,000
	Def Maint	1		S	Sitework - Resurface tennis courts	$33,750
	Remodeling					$0

	1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1		$500,000
	2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2		$2,437,500
	3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3		$180,700
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3		**$3,118,200**
		Arch Level 1	$383,800	
		Mech Level 1	$0	
		Elec Level 1	$0	
		Tech Level 1	$0	
		Site Level 1	$85,000	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$468,800	
	1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1		$0
	2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2		$0
	3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3		$233,800
		TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3		**$233,800**
		TOTAL PRELIMINARY PROJECT COST ESTIMATE		**$3,352,000**

Other Factors to Consider:	
Hazardous Material Clean-up Costs	
Legal / Interest Costs, and Special Construction Services	

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Northfield High School

Deferred Maintenance

Owner Provided		Consid. Level	E.E. Consid. Level		Item Description	Project Cost
	Addition	2		AD	Storage under football stadium bleachers	$117,300
	Def Maint	1		A	Exterior wall repair @ gym, music and roof level (2014) NOTE ongoing investigation	$337,500
	Def Maint	1		A	Exterior wall repair @ Units H & S (2016)	$150,000
	Def Maint	1		A	Exterior wall repair @ center wing, east entrance and north courtyard (2019)	$100,000
	Def Maint	1		A	Exterior wall repair @ Unit D and east courtyard (2020)	$125,000
	Def Maint	1		A	Exterior wall repair @ west courtyard (2021)	$118,750
	Def Maint	1		A	Exterior wall repair @ Units M and V, auditorium and cafeteria (2022)	$93,750
	Def Maint	1		A	Exterior wall repair; caulk and minor tuck pointing (2016)	$37,500
	Def Maint	1		A	Window replacement @ gym, music and roof level (2014)	$118,750
	Def Maint	1		A	Window replacement @ Units H & S (2016)	$187,500
	Def Maint	1		A	Window replacement @ center wing, east entrance and north courtyard (2019)	$400,000
	Def Maint	1		A	Window replacement @ Unit D and east courtyard (2020)	$256,250
	Def Maint	1		A	Window replacement @ west courtyard (2021)	$56,250
	Def Maint	1		A	Gym door replacement (2015)	$150,000
	Def Maint	1		A	Replace classroom movable wall divider (2015)	$24,000
	Def Maint	2		A	Replace roof; media center and locker rooms (2019-2020)	$243,750
	Def Maint	1		M	Plumbing - Replacement of domestic water heater system in boiler room	$80,000

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Northfield High School

Deferred Maintenance

	Def Maint	2		M	Plumbing - Replace existing water softener with total building softener	$38,750
	Def Maint	3		M	Plumbing - New drinking fountain in weight room (2014)	$6,250
	Def Maint	1		M	HVAC - HW heating system leak repair (Glycol system)	$16,875
	Def Maint	2		M	HVAC - Replacement of AHU's (2) for North and South Gym	$268,750
	Def Maint	2		M	HVAC - Locker Room Ventilation Upgrade (includes outside air component)	$188,750
	Def Maint	2		M	HVAC - New AHU for Music Area (change from MZ to VAV)	$127,500
	Def Maint	2		M	HVAC - New AHU for Gymnastics Area	$66,250
	Def Maint	2		M	HVAC - New AHU for Wrestling Area	$52,500
	Def Maint	3		M	HVAC - Add AC to Weight Training AHU	$47,500
	Def Maint	2		M	HVAC - New AHU for Health Area	$41,250
	Def Maint	2		M	HVAC - Replace AHU for HS Office	$57,500
	Def Maint	2		M	HVAC - Add ventilation to Nurse's Area at HS Office	$47,500
	Def Maint	3		M	HVAC - Convert District Office from CV AHU to VAV system	$327,500
	Def Maint	2		M	HVAC - Pedestal Fin Tube Replacement at Courtyard	$11,875
	Def Maint	3		M	HVAC - Change pneumatic actuators to DDC for Control Dampers and Valves	$375,000
	Def Maint	3		M	HVAC - Clean and seal existing ductwork	$31,250
	Def Maint	3		M	HVAC - Test and Balance	$37,500

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Northfield High School

Deferred Maintenance

	Def Maint	3		M	HVAC - Commissioning	$18,750
	Def Maint	3		E	Electric Service - Provide Arc Flash Study	$50,730
	Def Maint	3		E	Switchboards / Panelboards - Replace 1964 switchboard and panels	$56,250
	Def Maint		3	E	Provide 100KW Generator for emergency and life safety needs.	$62,500
	Def Maint		3	E	Interior Lighting - Add occpancy sensors for control of lights & HVAC	$10,000
	Def Maint		3	E	Upgrade Exit Signs to LED	$12,500
	Def Maint		3	E	Exterior Lighting - Change to LED	$15,625
	Def Maint	1		T	Upgrade PA system (to be compatable with digital telephone system)	$37,500
	Def Maint	1		S	Bituminous Paving - crack seal / seal coat (2013, 2015)	$46,250
	Def Maint	2		S	Bituminous Paving - blacktop south 40 (2020)	$122,500
	Def Maint	1		S	Bituminous Paving - overlay / repairs (2013, 2015)	$582,500
	Def Maint	2		S	Sitework - 2 new portable bleachers	$16,250
	Def Maint	1		S	Sitework - New backstop on Varsity BB field	$13,750
	Def Maint	1		S	Sitework - Resurface HS tennis courts	$90,000
	Def Maint	1		S	Sitework - Fencing repair at BB and SB fields	$34,750
	Def Maint	1		S	Sitework - improve drainage at baseball fields	$25,000
	Def Maint	1		S	Sitework - install wall and netting @ varsity baseball field	$37,500
	Def Maint	3		S	Sitework - install irrigation on JV baseball and softball fields and last SB field (2021)	$56,535

NORTHFIELD PUBLIC SCHOOLS, I.S.D. #659 - DISTRICT-WIDE FACILITY ASSESSMENT

Northfield High School

Deferred Maintenance

1 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 1			$3,119,400
2 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 2			$1,400,400
3 - Consideration Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVEL 3			$1,007,300
	TOTAL PRELIMINARY PROJECT COST ESTIMATE - CONSIDERATION LEVELS 1, 2 & 3			**$5,527,100**
		Arch Level 1	$2,155,300	
		Mech Level 1	$96,900	
		Elec Level 1	$0	
		Tech Level 1	$37,500	
		Site Level 1	$829,800	
		Remodel Level 1	$0	
		Addition Level 1	$0	
		Total Level 1	$3,119,500	
1 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 1			$0
2 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 2			$0
3 - E. E. Consid. Level	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVEL 3			$100,600
	TOTAL PRELIMINARY PROJECT COST ESTIMATE - ENERGY EFFICIENCY CONSID. LEVELS 1, 2 & 3			**$100,600**
	TOTAL PRELIMINARY PROJECT COST ESTIMATE			**$5,627,700**

Other Factors to Consider:

Hazardous Material Clean-up Costs

Legal / Interest Costs, and Special Construction Services

Appendix B

Standards / MDE Guidelines (for sizes of teaching spaces)

STANDARDS - Elementary Schools

Northfield ISD #659

ROOM SIZES	Min	High					
Kindergarten Room	1,200	1,500	15	-	25	students	plus- toilets
Classrooms	900	950	15	-	25	students	
Early Childhood	1,000	1,400	15	-	25	children	incl.- toilet / coats
Special Education							
Small Group	450		5	-	8	students	
Classroom	800						
Lab	1,200						
Art (multi purpose CR / Lab)	1,000	1,500					
Music (General)	1,000	1,500					
Physical Education (PE)	3,000	4,000					
Multipurpose room	1,700						
Adaptive PE	500						
PE storage	300						
Learning Resource Center							
Reading (w/ comp. resource)	2,800	3,650	350	-	600	students	
Support	600						
Computer Lab	1,000	1,200	20	-	30	students	
Food Service							
Dining	2,000	3,400	350	-	600	students	3 periods
Kitchen	500	1,000					serving - minor prep
Support	1,300	2,200					
Student Services (Admin / Staff)	2,700	3,100	350	-	600	students	
Resource / Support							
Small Group	150	200	5	-	10	students	
Large Group	600	1,500	60		125	students	

SITE SIZES	Min	High				
Site (acres) 5 +1/100 students	9	11	350	-	600	students
Site (acres) 10-15 +1/100 students	*14*	*21*	*350*	*-*	*600*	*students*
(plus ROW, wetlands, retention, on site water or septic systems)						

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MDE Guidelines – Middle School

Northfield ISD #659

ROOM SIZES	Min	High					
Classrooms	900	950	20	-	28	students	
Special Education							
Small Group	450		5	-	8	students	
Classroom	800						
Lab	1,200						
Science	1,200	1,400					
Classroom / Lab	1,200	1,400			24	students	
Storage / Lab prep	300						
Art	1,200	1,500					
Multi / Paint / Drawing Lab	1,200	1,500	20	-	28	students	plus storage
3D - Ceramics / Clay lab	1,500						plus clay / kiln / stor
Storage	300						
FACS	1,200	1,500	20	-	24	students	
Classroom / Lab	1,200	1,500					
Technical Education	1,200	1,500					
Tech Lab	1,800	2,400			25	students	plus storage
CADD / Graphics	1,400	1,800					plus storage
General Shop	2,000	3,000					plus storage
Music (General)	1,000	1,500	25	-	30	students	
General	1,000	1,200	45	-	90	students	
Instrumental	1,500	2,700	45	-	90	students	
Choral	1,200	2,000					
Physical Education (PE)	6,000	7,000					
Multipurpose/Wrest./Gymnstcs.	1,700						
Weights / Fitness	1,500						
PE storage	300						per station
Learning Resource Center							
Reading (w/ comp. resource)	4,600	5,300	700	-	900	students	
Support	600						
Computer Lab	1,000	1,300	20	-	30	students	
Food Service							
Dining	3,300	4,500	700	-	900	students	3 periods
Kitchen	1,500	2,500					serving - prep
Support	1,600	1,700					
Student Services (Admin / Staff)	4,000	5,000	700	-	900	students	
Resource / Support							
Small Group	150	200	5	-	10	students	
Large Group	600	1,500	60		125	students	

SITE SIZES	Min	High				
Site (acres) 25-35 +1/100 students (plus ROW, wetlands, retention, on site water or septic systems)	*32*	*44*	*700*	-	*900*	*students*

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MDE Guidelines - High School

Northfield ISD #659

ROOM SIZES	Min	High					
Classrooms	900	950	20	-	28	students	
Special Education							
Small Group	450		5	-	8	students	
Classroom	800						
Lab	1,200						
Science	1,200	1,500					
Classroom / Lab	1,200	1,400			24	students	
Storage / Lab prep	500						
Art	1,200	1,500					
Multi / Paint / Drawing Lab	1,200	1,500	20	-	28	students	plus storage
3D - Ceramics / Clay lab	1,500						plus clay / kiln / stor
FACS	1,200	1,500	20	-	24	students	
Classroom / Lab	1,200	1,500					
Technical Education							
Tech Lab	1,800	2,400			25	students	plus storage
CADD / Graphics	1,400	2,000					plus storage
General Shop	2,000	3,000					plus storage
Music							
Instrumental	2,000	3,000					
Choral	1,500	2,200					
Physical Education (PE)	6,000	7,000					
Multipurpose / Aux Gym	3,200	7,500					
Weights / Fitness	2,000	4,000					
PE storage	300						per station
Learning Resource Center							
Reading (w/ comp. resource)	7,100	9,100	2000	-	2200	students	
Support	1,800	2,200					
Computer Lab	1,000	1,400	20	-	30	students	
Food Service							
Dining	7,000	8,800	2000	-	2200	students	4 periods
Kitchen	2,000	3,000					serving - prep
Support	1,500	2,000					
Student Services (Admin / Staff)	7,000	1,000	2000	-	2200	students	
Resource / Support							
Small Group	150	200	5	-	10	students	
Large Group	600	1,500	60		125	students	

SITE SIZES	Min	High				
Site (acres) 60 +1/100 students	*80*	*82*	*2000*	-	*2200*	*students*
(plus ROW, wetlands, retention, on site water or septic systems)						

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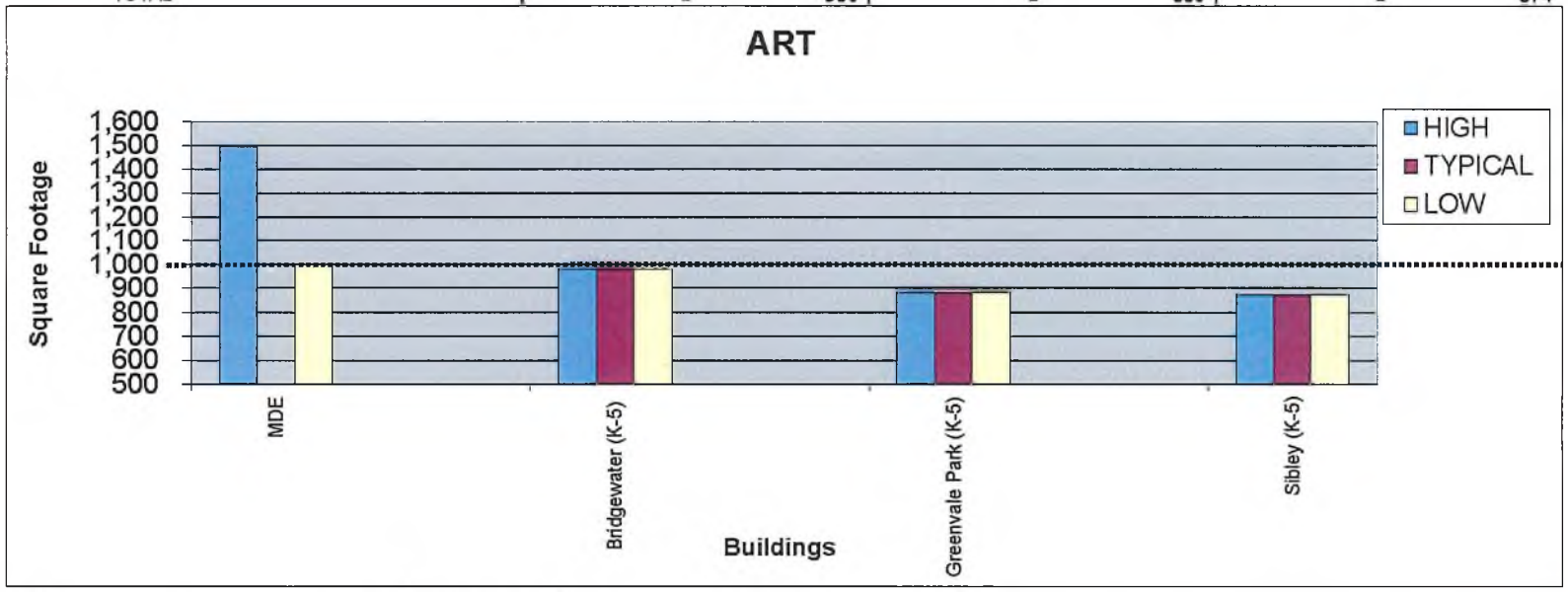
Appendix D

Room By Room Analysis of Elementary and Secondary Facilities

ART - ELEMENTARY SCHOOLS

	MDE		Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH		1,500		980		880		874
TYPICAL				980		880		874
LOW		1,000		980		880		874
1,000 sf or larger								
Less than 1.000 sf			1	980				
					1	880	1	874
TOTAL			1	980	1	880	1	874

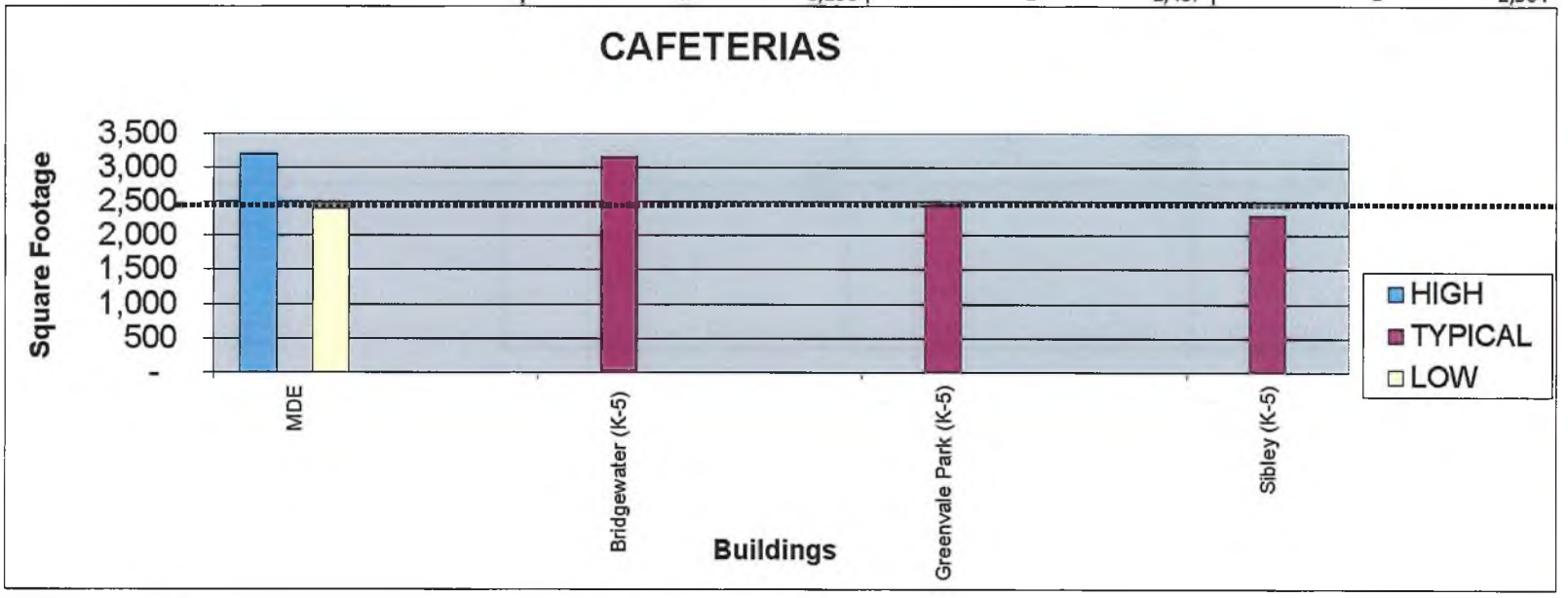


NOTES:

Lincoln Art room shared with Music

CAFETERIAS - ELEMENTARY SCHOOLS

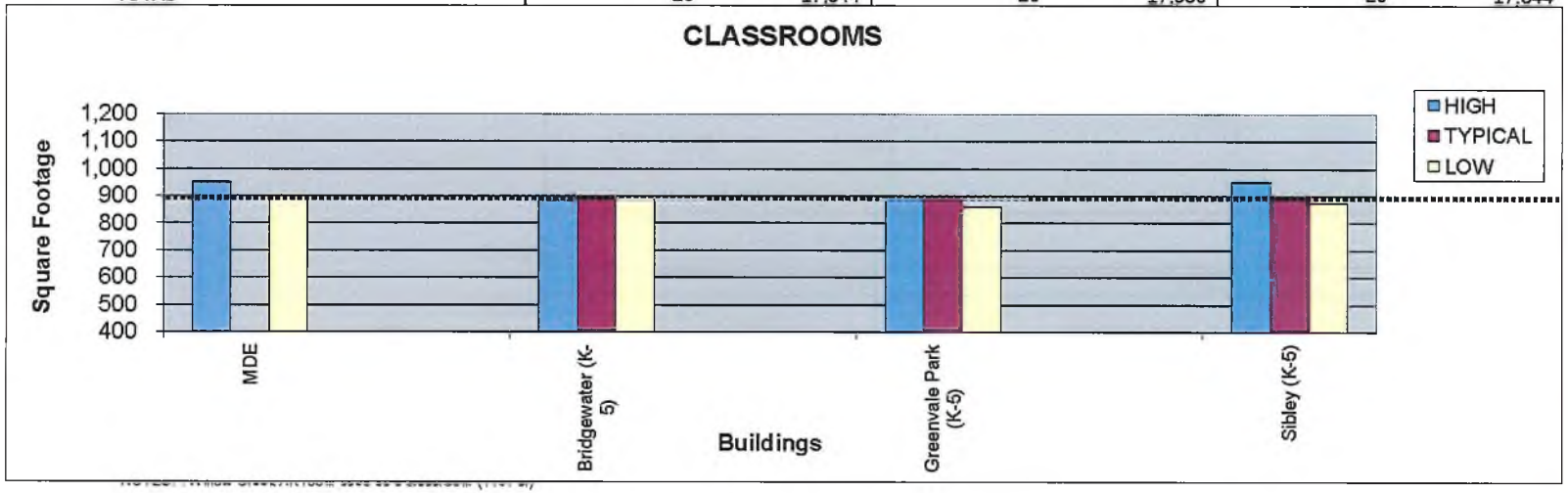
	MDE	Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH	3,200						
TYPICAL			3,160		2,457		2,304
LOW	2,400						
2,400 sf or larger		1	3,160	1	2,457		
Less than 2,400 sf						1	2,304
TOTAL		1	3,160	1	2,457	1	2,304



NOTES:

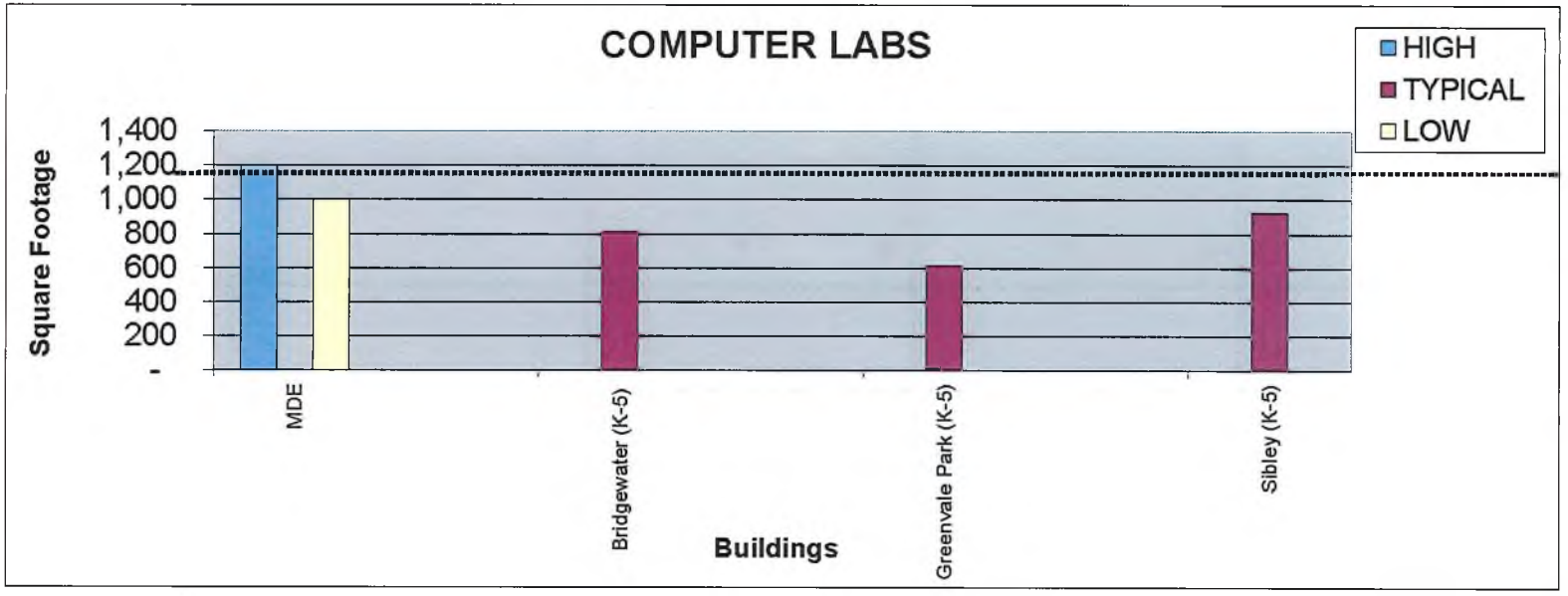
CLASSROOMS - ELEMENTARY SCHOOLS

	MDE		Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH		950		900		890		950
TYPICAL				892		884		892
LOW		900		887		860		874
							8	950
900 sf or larger			8	900				
Less than 900 sf			12	887				
					16	890	8	893
					4	860	4	874
900 sf or larger			8		0		8	
Less than 900 sf			0		20		12	
TOTAL			20	17,844	20	17,680	20	17,844



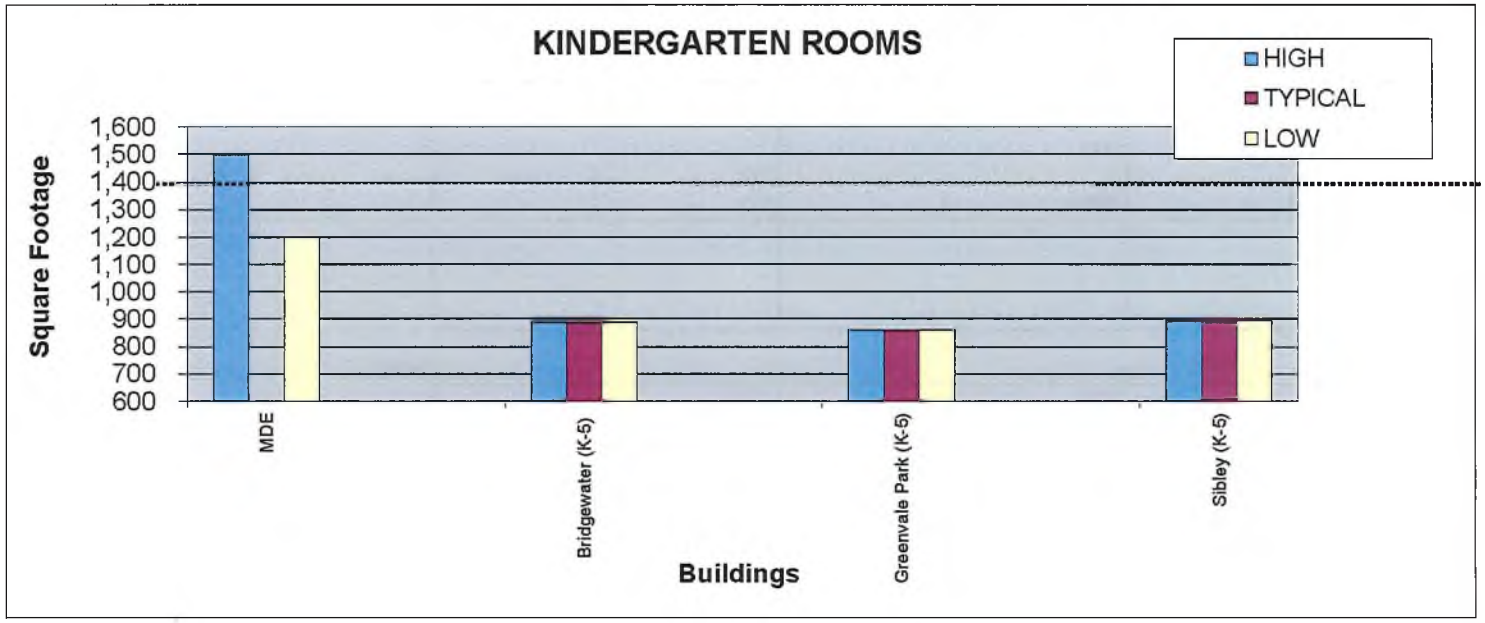
COMPUTER LABS - ELEMENTARY SCHOOLS

	MDE		Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH	1,200							
TYPICAL			813		615		926	
LOW	1,000							
1,000 sf or larger								
Less than 1,000 sf		1	875	1	830	2	926	
		1	750					
				1	400			
TOTAL								
		2	1,625	2	1,230	2	1,852	



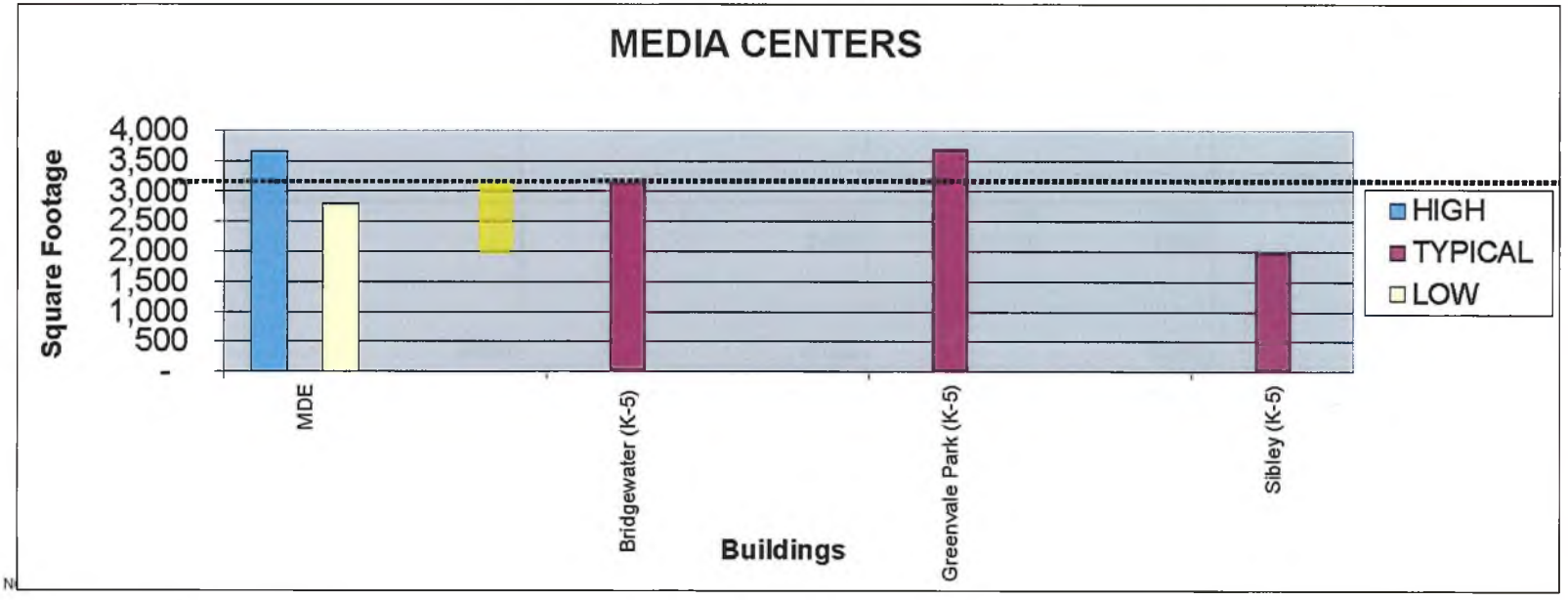
KINDERGARTEN ROOMS - ELEMENTARY SCHOOLS

	MDE	Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH	1,500		887		860		893
TYPICAL			887		860		893
LOW	1,200		887		860		893
1,200 sf or larger							
Less than 1.200 sf		4	887	4	860	4	893
TOTAL		4	3,548	4	3,440	4	3,572



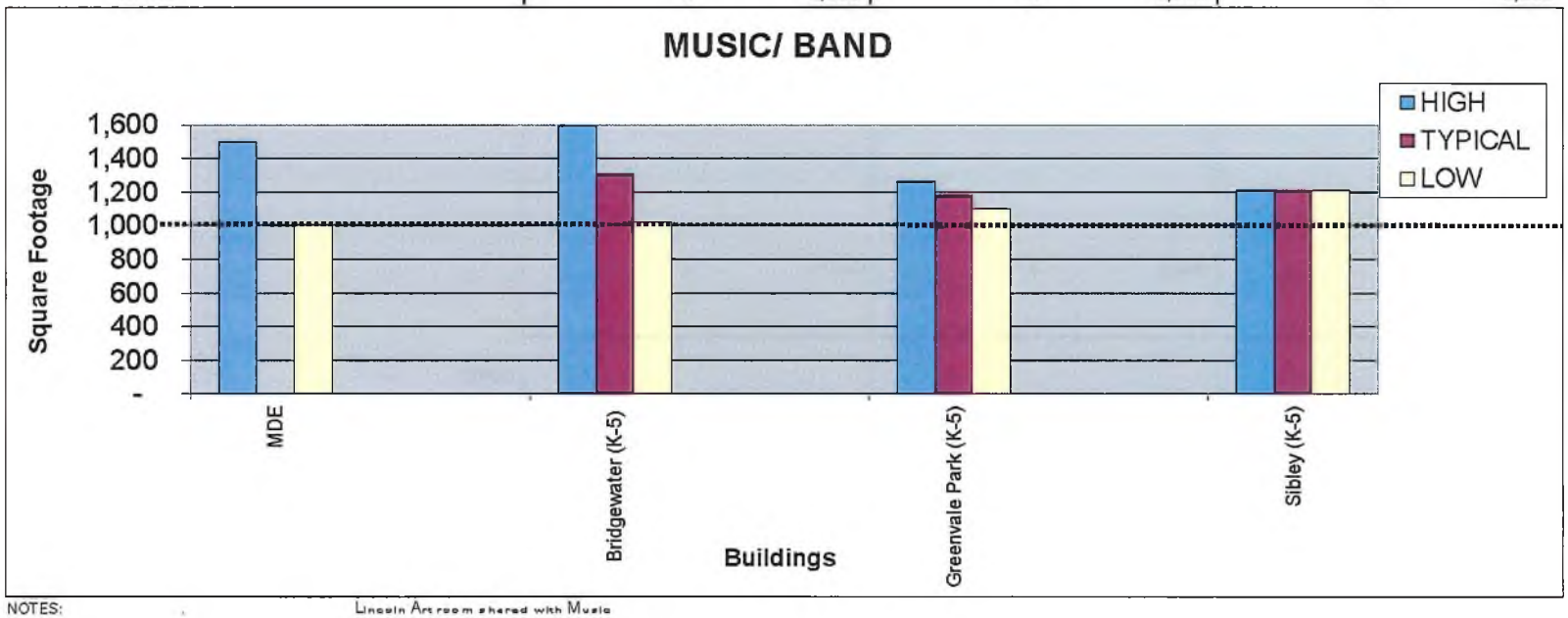
MEDIA CENTERS - ELEMENTARY SCHOOLS

	MDE		Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH		3,650						
TYPICAL				3,145		3,696		1,964
LOW		2,800						
2,800 sf or larger			1	3,145	1	3,696		
Less than 2,800 sf							1	1,964
TOTAL			1	3,145	1	3,696	1	1,964



MUSIC/ BAND - ELEMENTARY SCHOOLS

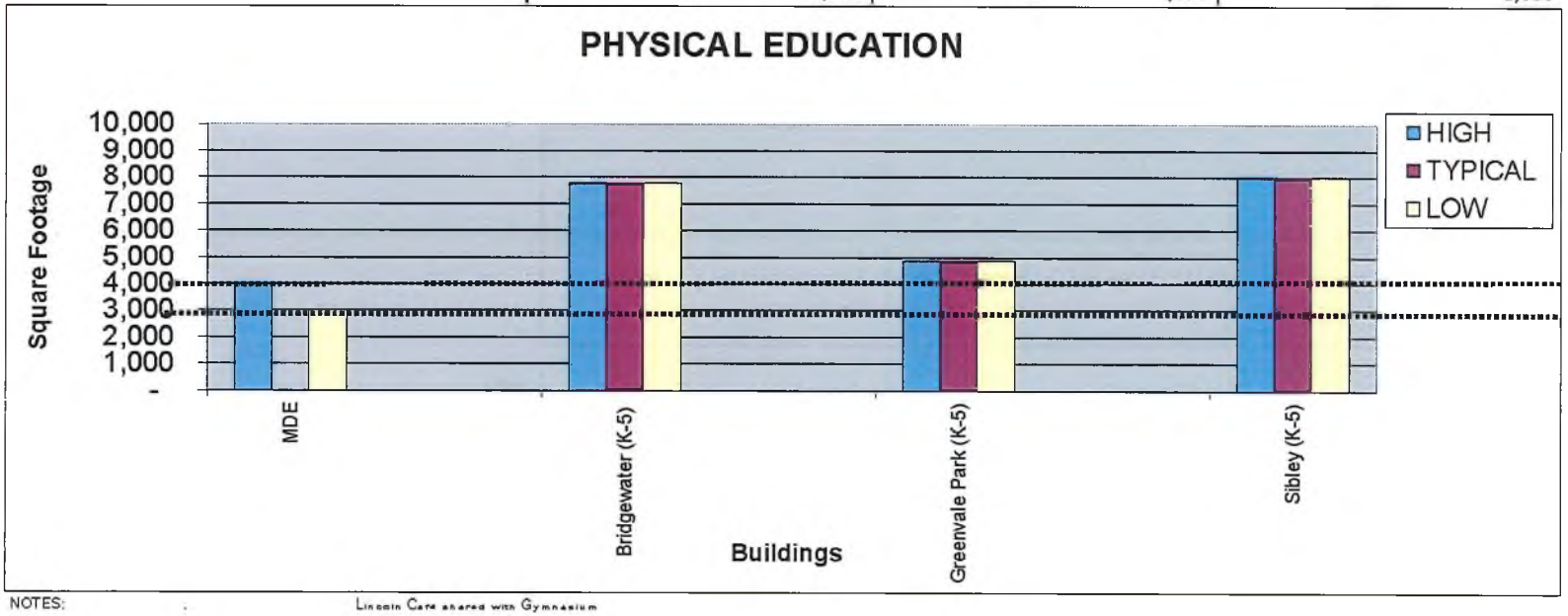
	MDE		Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH		1,500		1,600		1,260		1,210
TYPICAL				1,310		1,180		1,210
LOW		1,000		1,020		1,100		1,210
1,000 sf or larger			1	1,600	1	1,260	1	1,210
Less than 1.000 sf			1	1,020	1	1,100		
TOTAL			2	2,620	2	2,360	1	1,210



NOTES: Lincoln Art room shared with Music

PHYSICAL EDUCATION GYM - ELEMENTARY SCHOOLS

	MDE		Bridgewater (K-5)		Greenvale Park (K-5)		Sibley (K-5)	
HIGH		4,000		7,755		4,870		8,000
TYPICAL				7,755		4,870		8,000
LOW		3,000		7,755		4,870		8,000
3,000 sf or larger			1	7,755	1	4,870	1	8,000
Less than 3.000 sf								
TOTAL			1	7,755	1	4,870	1	8,000

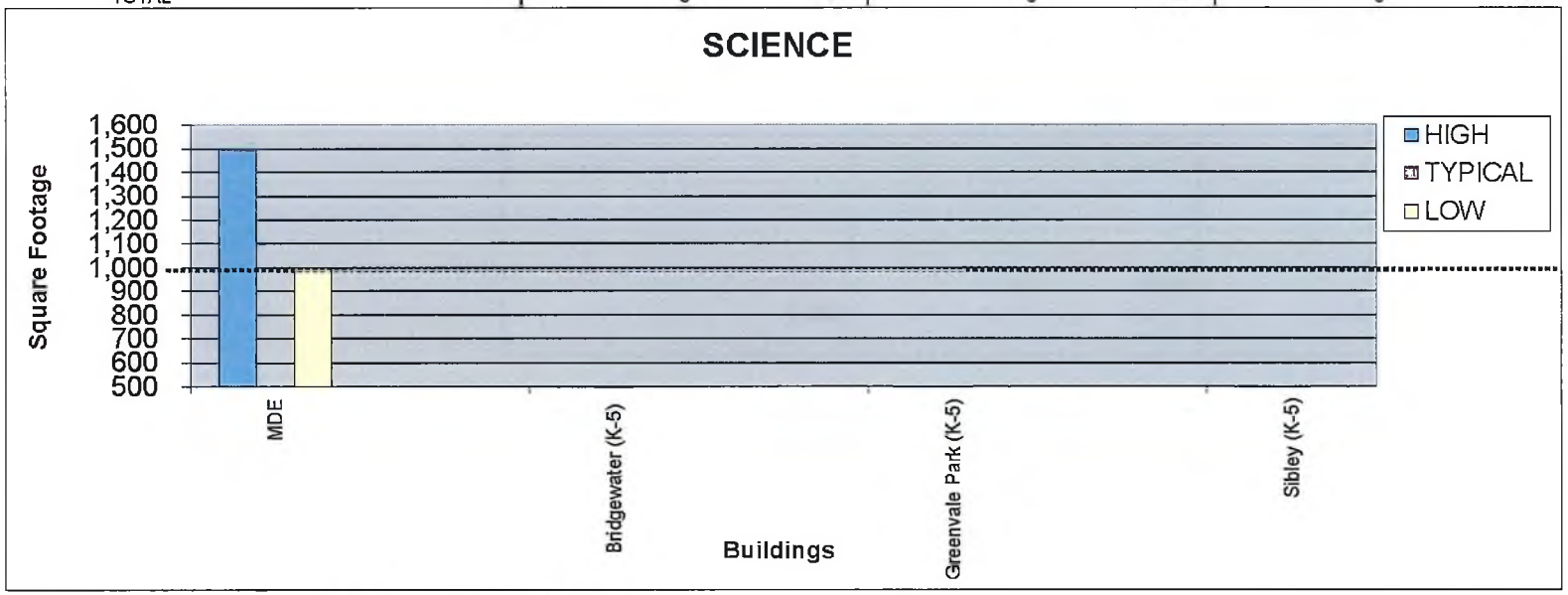


NOTES:

Lincoln Care shared with Gymnasium

SCIENCE - ELEMENTARY SCHOOLS

	MDE		Bridgewater (K-5)	Greenvale Park (K-5)	Sibley (K-5)
HIGH	1,500		-	-	-
TYPICAL			#DIV/0!	#DIV/0!	#DIV/0!
LOW	1,000		-	-	-
1,000 sf or larger					
Less than 1.000 sf					
TOTAL			0 -	0 -	0 -



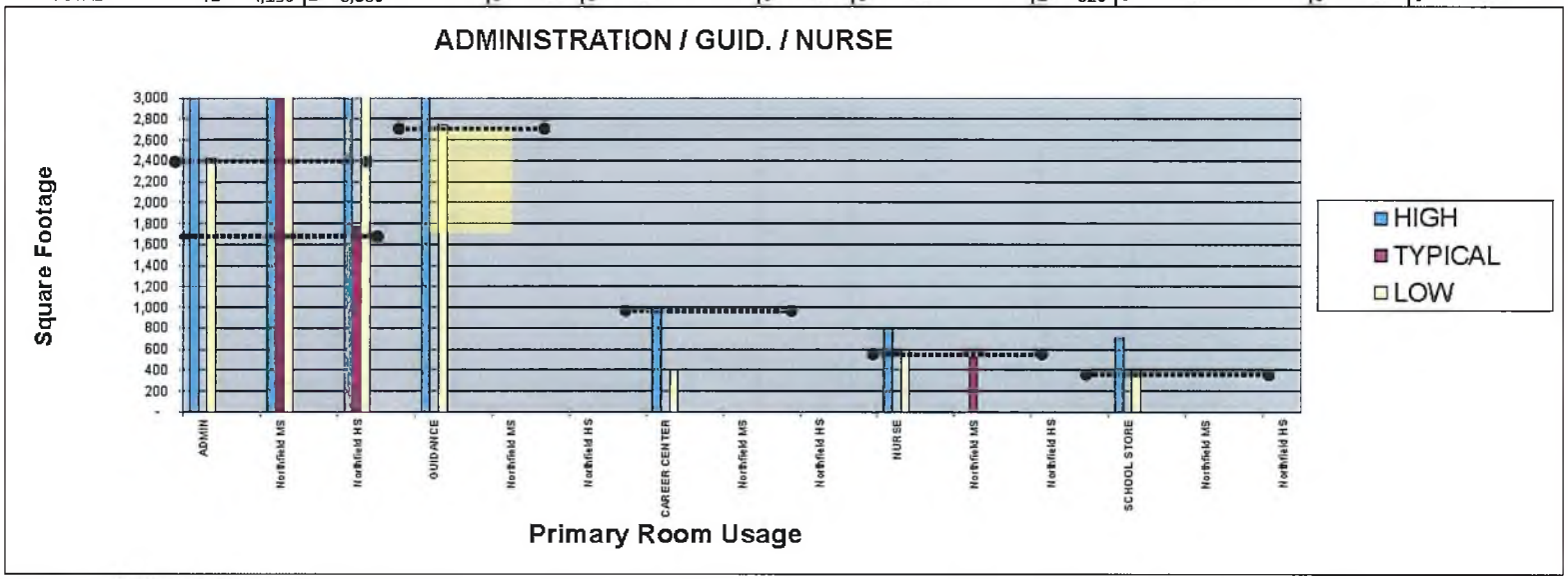
NOTES:

Lincoln Art room shared with Music

ADMINISTRATION / GUIDANCE / NURSE - SECONDARY SCHOOLS

4 AP 8 Counc

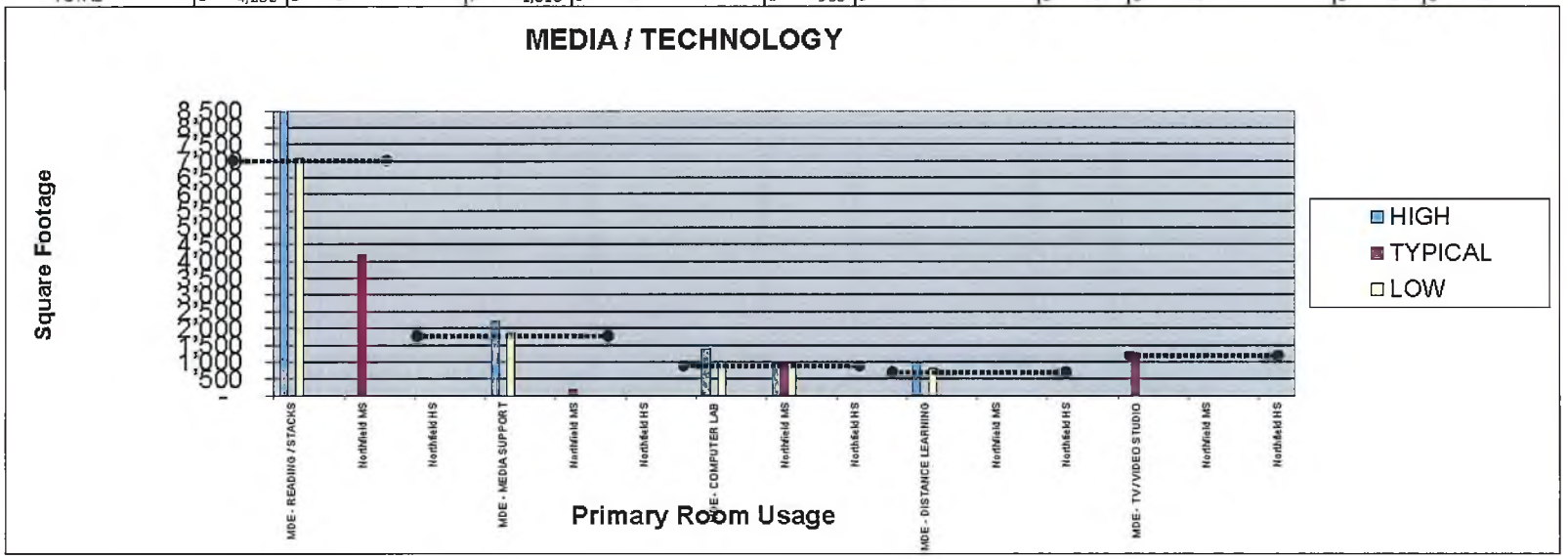
	ADMIN	Northfield MS	Northfield HS	GUIDANCE	Northfield MS	Northfield HS	CAREER CENTER	Northfield MS	Northfield HS	NURSE	Northfield MS	Northfield HS	SCHOOL STORE	Northfield MS	Northfield HS
HIGH	3,630	4,190	3,530	3,100		-	1,000		-	800			700		-
TYPICAL		4,190	1,765		#DIV/0!	#DIV/0!		#DIV/0!	#DIV/0!		520	#DIV/0!		#DIV/0!	#DIV/0!
LOW	2,420	4,190	3,530	2,740		-	400		-	600			400		-
		1 4,190	1 3,530												
			1 across hall												
Less than CFL min.											1 520				
TOTAL		1 4,190	2 3,530	0 -	0 -		0 -	0 -		1 520	0 -		0 -	0 -	



NOTES: Staff Lounge Included in Administration

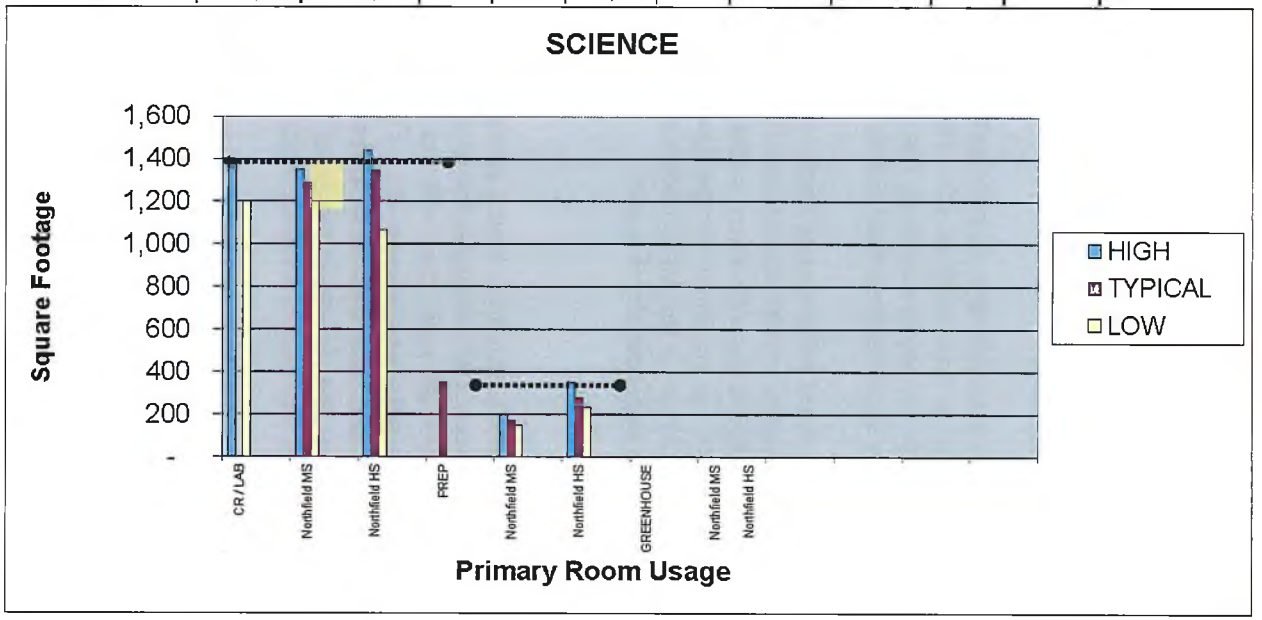
MEDIA / TECHNOLOGY- SECONDARY SCHOOLS

				2,200			12,950			1,000								
				2,000 students			11,635			20								
	MDE - READING / STACKS			MDE - MEDIA SUPPORT			MDE - COMPUTER LAB			MDE - DISTANCE LEARNING			MDE - TV / VIDEO STUDIO					
		Northfield MS	Northfield HS		Northfield MS	Northfield HS		Northfield MS	Northfield HS		Northfield MS	Northfield HS		Northfield MS	Northfield HS			
HIGH	8,900		-	2,200		-	1,400	980	-	1,000		-						
TYPICAL		4,200	#DIV/0!		188	#DIV/0!		980	#DIV/0!		#DIV/0!	#DIV/0!	1,250	#DIV/0!	#DIV/0!			
LOW	7,100		-	1,850		-	1,000	980	-	800		-			-			
3,800 sf or larger	1	4,200		1	400													
				1	250													
Less than 3,800 sf				1	170		1	980										
				1	150													
				1	125													
				2	110													
TOTAL	1	4,200	0 -	7	1,315	0 -	1	980	0 -	0 -		0 -	0 -		0 -			



SCIENCE - SECONDARY SCHOOLS

	CR / LAB	Northfield MS	Northfield HS	PREP	Northfield MS	Northfield HS	GREENHOUSE	Northfield MS	Northfield HS
		7,200						-	
		(500)						-	
HIGH	1,400	1,350	1,440		200	350			-
TYPICAL		1,283	1,346	350	175	276		#DIV/0!	#DIV/0!
LOW	1,200	1,200	1,065		150	230			-
			1 1,440						
			2 1,430						
		2 1,350	2 1,400						
1,300 sf or larger		2 1,300	2 1,300			1 350			
Less than 1,300 sf		2 1,200	1 1,065		2 200	1 280			
					2 150	1 245			
						1 230			
TOTAL		6 7,700	8 10,765		4 700	4 1,105		0 -	0 -



Appendix D

Building Capacities

Establishing Building Capacities

Classroom Section Size

The process of establishing a school "Building Capacity" requires an understanding of school district policies relating to how students can effectively be taught in a typical classroom and what specific programs will be housed in a building. The capacity of a classroom has less to do with the physical space than how many students the school district plans to teach in that room.

As part of the Districtwide Facility Study, an analysis of the size of every teaching space at each of the elementary schools, middle schools and high schools was conducted. A copy of this Room by Room analysis is included for reference in the Appendix of this report. The Minnesota Department of Education (MDE) has guidelines for the appropriate size of learning spaces based on building grade level configuration. A copy of the MDE Guidelines / Standards for elementary, middle and high schools is also included in the Appendix of this report.

Scheduling

How rooms are scheduled can have a profound effect on building capacity. Specifically in the secondary building's scheduling efficiency can increase the building capacity or decrease the capacity. Teachers, by contract, are typically given one period of their school day to prepare lesson plans. This "prep period" can occur in an office environment or in a classroom. Many teachers prefer to take their prep period in the classroom and have their desk in the room as well. This scheduling "practice" literally makes a classroom unavailable for class scheduling. If the teacher has an office outside of the classroom for prep time, the ability improves to schedule classrooms more efficiently.

ATS&R analyzed the 2013-14 master schedules for each of the secondary school buildings to gain an understanding of how the building is being utilized, specifically; the number of sections for each subject, the average number of students per section, current building utilization and scheduling efficiency. The Master Schedule analysis for each of the secondary schools is included in this report.

Special Ed / Intervention Programs

Special education and intervention services, designed to support student academic learning, have a dramatic effect on building capacity. To deliver intensive intervention and academic supports frequently requires instructional space outside of the traditional classroom setting. For example, some special education programs require a full size classroom in order to accommodate students and the staff delivering specialized services. Other intervention services associated with Title I reading, Minnesota Reading Core, Gifted and Talented programs to name a few, also require additional instructional space in which to deliver pull-out programs and services. Instructional space used for special education and other academic intervention programs, however, does not contribute to the overall enrollment capacity of a building.

District Special Education Site Programs

District special education site programs at a facility reduce the building capacity due to the fact that they require standard size classrooms to accommodate more staff instructing fewer students. These programs include: emotional and behavioral disabilities, autism and, developmentally and cognitive disabilities. For the purposes of this study no students have been added to the building capacity, due to the low and fluctuating numbers of students in these programs.

Technology/Computer Labs

Technology advances have affected building capacities. As computer labs are added to a facility they typically take a classroom out of the capacity equation. Computer labs are used similarly to pull-out programs, or scheduled to have a class use the space on an occasional basis. These labs can reduce the available classrooms and, therefore, reduce the building capacity.

Below is a table that calculates the capacity of the elementary schools as well as the middle school and senior high school.

Current Operation / Basis of Capacities

❑Elementary (K-5)

Avg. 22.5
12 sec. of K + 60 sec. of 1-5 = 72 sec.
1,623 students (K-5)
25 / 72 sec – Cap. basis = 1,800 students *(theoretical capacity)

❑ MS / HS

MS (6-8)	**HS (9-12)**
Avg. 26.0 (excluding sp. ed.)	Avg. 26.8 (excluding sp. ed.)
5.3 / 7.0 (75%)	5.0 / 7.0 (72%)
5.75 / 7.0 – (82%) Cap. Basis = 1,000 students	**5.75 / 7.0 – (82%) Cap. Basis = 1,300 students**

Based upon an average class size of twenty-five (25) students in grades K-5, the collective capacity of Bridgewater, Greenvale Park, and Sibley is 1,800 students. The current K-5 enrollment approximates 1,625 students suggesting that there is enough space in the elementary schools to accommodate students and reconfigure buildings to support instructional changes that are taking place.

The table also suggests (based upon average class sizes of twenty-six (26) students and room utilization approaching 85%) that the middle school and high school can accommodate up to 1000 and 1300 students respectively. This can also be seen in the table below. Based upon the projections from the demographic study, the senior high school might face some challenges in the near future as the enrollment exceeds 1,300 students.

Capacity vs. Projected Enrollment 18-19

(High K / High Migration)

Grades K-5		Grades 6-8	Grades 9-12	District
Bridgewater Elem.	600* students	**Northfield Middle School**	**Northfield High School**	**Longfellow .**
Greenvale Park Elem.	600* students	1,000 students	1,,300 students	E.C. / A.L.C. 107 students
Sibley Elem.	600* students			**Northfield Comm. Resource Center**
				ECFE / ABE students
Capacity	**1,800* students**	**1,000 students**	**1,300 students**	**4,100 Total (K-12)**
Projected	**1, 412 students**	**954 students**	**1,322 students**	**3,688 Total (K-12)**
	388 available	**46 available**	**(22) short**	**412 available**

Capacity vs. Projected Enrollment 23-24

(High K / High Migration)

Grades K-5

Bridgewater Elem.

600* students

Greenvale Park Elem.

600* students

Sibley Elem.

600* students

Capacity	**1,800* students**
Projected	**1,520 students**
	280 available

Grades 6-8

Northfield Middle School

1,000 students

1,000 students	
791 students	
209 available	

Grades 9-12

Northfield High School

1,,300 students

1,300 students	
1,306 students	
(6) short	

District

Longfellow .

E.C. / A.L.C.
107 students

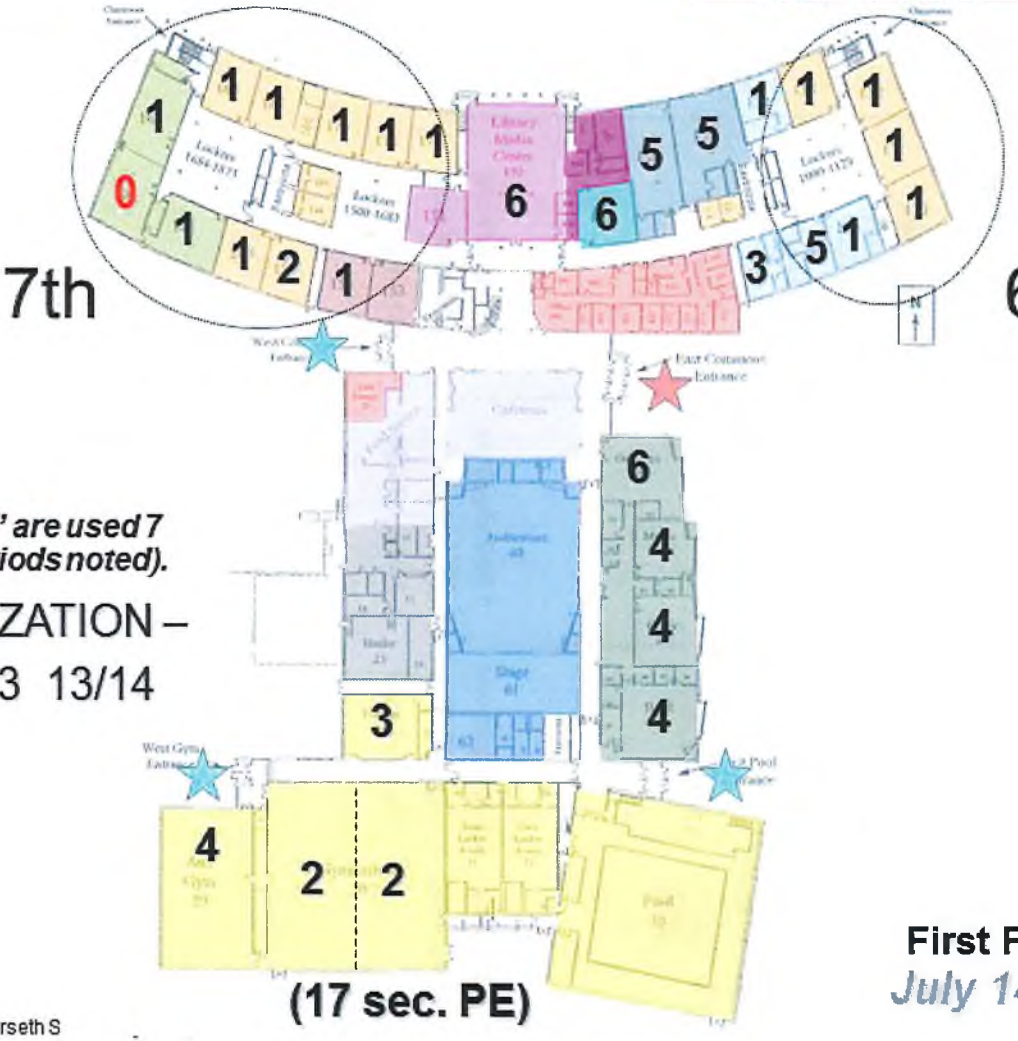
Northfield Comm. Resource Center

ECFE / ABE students

4,100 Total (K-12)	
3,617 Total (K-12)	
483 available	

Northfield Middle School

Northfield ISD #659



All rooms with "0" are used 7 out of 7 (open periods noted).

ROOM UTILIZATION –
Sem. 2 / Qtr. 3 13/14

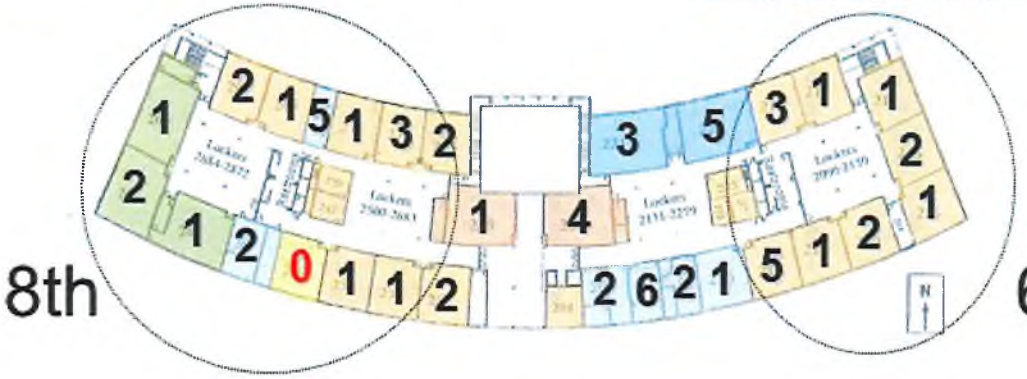
•North

ATS&R

First Floor
July 14, 2014

Northfield Middle School

Northfield ISD #659



All rooms with "0" are used 7 out of 7 (open periods noted).

ROOM UTILIZATION –
Sem. 2 / Qtr. 3 13/14

•North

ATS&R

Second Floor
July 14, 2014

MASTER SCHEDULE ANALYSIS - MS

Northfield ISD #659

MASTER SCHEDULE - NORTHFIELD MS CURRENT USAGE (Sem2/Q3 13/

Current Enrollment:	950	Projected Enrollment:	950	1.00 Adjustment	
Current Grade Level:	6-8	Planned Grade Level:	6-8	0 Teachers	
Current Periods / Day:	7	Planned Periods / Day:	7		
		Planned Utilization:	5.3	75%	
			4.9		

(SECTIONS EXCLUDE STAFF PREP)		13/14															
DEPT.	avg sec	11/12	SEC		MULTIPLIER		SEC		P/DAY		STATIONS		% UTILIZATION	EXISTING
LANGUAGE ARTS	24.9		35	x	1.00	=	35	/	5.0	=	7		71%	7
WORLD LANGUAGE	22.5		12	x	1.00	=	12	/	4.0	=	3		57%	3
SOCIAL STUDIES	27.8		32	x	1.00	=	32	/	5.3	=	6		76%	6
MATHEMATICS	26.7		34	x	1.00	=	34	/	4.9	=	7		69%	7
HEALTH	25.8		6	x	1.00	=	6	/	6.0	=	1		86%	1
ELL	7.3		6	x	1.00	=	6	/	3.0	=	2		43%	2
SPECIAL EDUCATION	4.2		44	x	1.00	=	44	/	4.4	=	10		63%	10
READING	21.7		15	x	1.00	=	15	/	7.5	=	2		107%	2
STUDY HALL	19.7		21	x	1.00	=	21	/	21.0	=	1		300%	1
			205				205	/	5.3		39		0.75	39
FLEX	18.7		6	x	1.00	=	6	/	12.0	=	1		171%	1
BUSINESS	28.0		1	x	1.00	=	1	/	1.0	=	1		14%	1
SCIENCE	28.4		32	x	1.00	=	32	/	5.3	=	6		76%	6
ART	25.3		8	x	1.00	=	8	/	4.0	=	2		57%	2
FAMILY & CONS. SCI.	31.6		5	x	1.00	=	5	/	2.5	=	2		36%	2
MUSIC	31.1		10	x	1.00	=	10	/	2.5	=	4		36%	4
CAREER & TECH	28.3		4	x	1.00	=	4	/	2.0	=	2		29%	2
PHYSICAL EDUCATION	26.4		17	x	1.00	=	17	/	4.3	=	4		61%	4
MISC			-	x	1.00	=	-	/		=				-
			83				83		4.0		22		0.571	22
			287				288				61			61

ATS&R

MASTER SCHEDULE ANALYSIS - MS

Northfield ISD #659

MASTER SCHEDULE - NORTHFIELD MS max program accomodation

Current Enrollment:	950	Projected Enrollment:	1,000	1.06 Adjustment		14/15 Projection
Current Grade Level:	6-8	Planned Grade Level:	9-12	0 Teachers		19/20 Projection
Current Periods / Day:	7	Planned Periods / Day:	7			
		Planned Utilization:	5.75	82%		

(SECTIONS INCLUDE STAFF PREP)

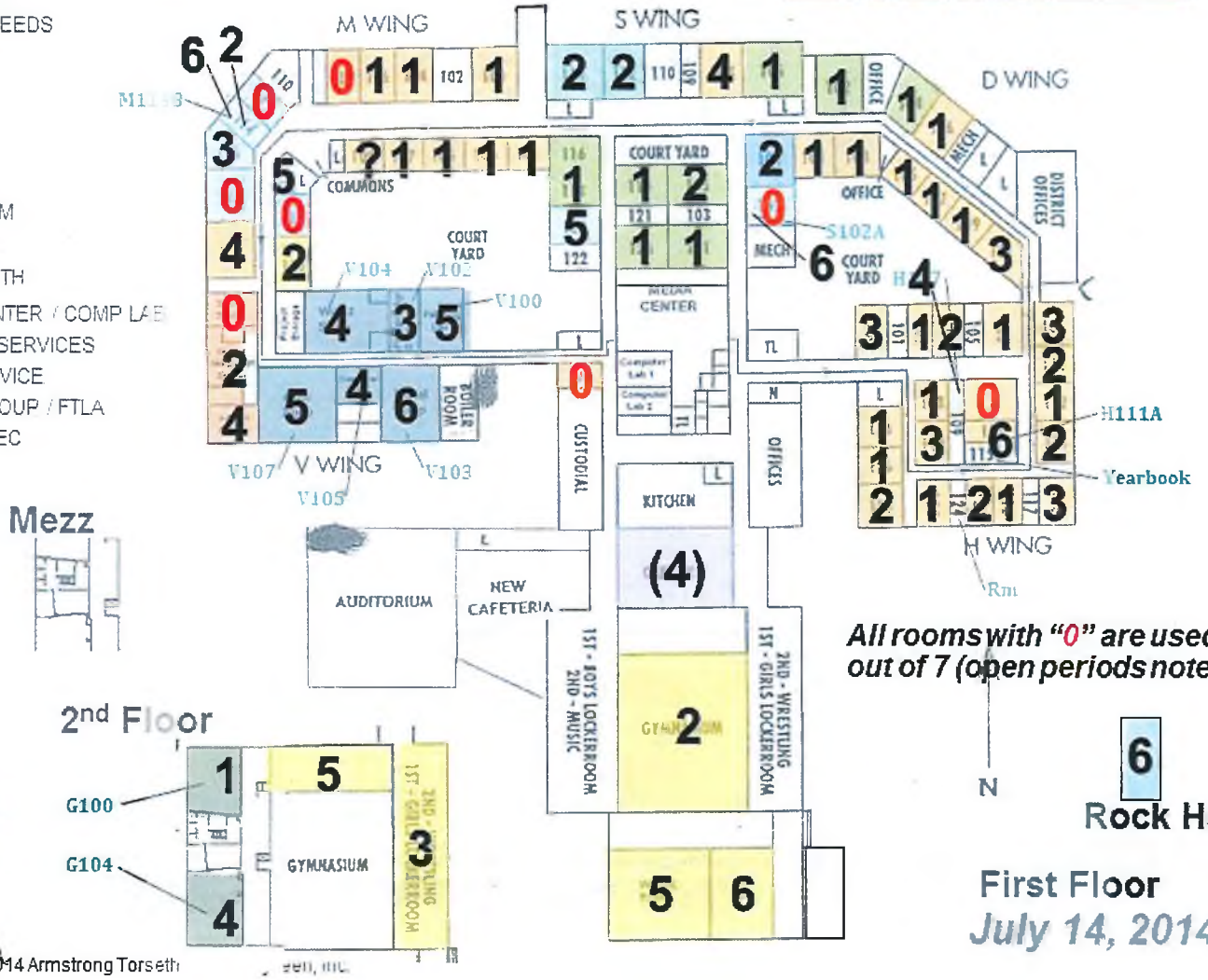
DEPT.	avg sec	09/10	SEC	MULTIPLIER	SEC	P/DAY	STATIONS	UTILIZATION	SCHED STATIONS EXISTING	NON-SCHED STATIONS EXISTING	ACTUAL STATIONS EXISTING	STATIONS NEEDED
LANGUAGE ARTS	24.3	-	35	x 1.06 =	37	/ 5.75	= 6	82%	7		7	(1)
WORLD LANGUAGE	22.5	-	12	x 1.06 =	13	/ 5.75	= 2	82%	3		3	(1)
SOCIAL STUDIES	27.8	-	32	x 1.06 =	34	/ 5.75	= 6	82%	6		6	-
MATHEMATICS	26.7	-	34	x 1.06 =	36	/ 5.75	= 6	82%	7		7	(1)
HEALTH	25.8	-	6	x 1.06 =	6	/ 5.75	= 1	82%	1		1	-
ELL	7.3	-	6	x 1.06 =	6	/ 5.75	= 1	82%	2		2	(1)
SPECIAL EDUCATION	4.2	-	44	x 1.06 =	47	/ 5.75	= 8	82%	10		10	(2)
READING	21.7	-	15	x 1.06 =	16	/ 5.75	= 3	82%	2		2	1
STUDY HALL	19.7	-	21	x 1.06 =	22	/ 5.75	= 4	82%	1	(1)	-	4
		-	205		217	/ 5.75	37	82%	39	(1)	38	(1)
FLEX	18.7	-	6	x 1.06 =	6	/ 5.75	= 2	82%	1		1	2
BUSINESS	28.0	-	1	x 1.06 =	1	/ 5.75	= 1	82%	1		1	-
SCIENCE	28.4	-	32	x 1.06 =	34	/ 5.75	= 6	82%	6		6	-
ART	25.3	-	8	x 1.06 =	8	/ 5.75	= 2	82%	2		2	-
FAMILY & CONS. SCI.	31.6	-	5	x 1.06 =	5	/ 5.75	= 1	82%	2		2	(1)
MUSIC	31.1	-	10	x 1.06 =	11	/ 5.75	= 2	82%	4		4	(2)
CAREER & TECH	28.3	-	4	x 1.06 =	4	/ 5.75	= 1	82%	2		2	(1)
PHYSICAL EDUCATIO	26.4	-	17	x 1.06 =	18	/ 5.75	= 4	82%	4		4	-
MISC	-	-	-	x 1.06 =	-	/ 5.75	= -	82%	-		-	-
		-	83		87		19		22	-	22	(3)
			287		304		56		61		60	(4)

2,136

Northfield High School

Northfield ISD #659

- CLASSROOM
- SPECIAL NEEDS
- BUSINESS
- SCIENCE
- ART
- FACS
- MUSIC
- AUDITORIUM
- IND. TECH
- P.E. / HEALTH
- MEDIA CENTER / COMP LAB
- STUDENT SERVICES
- FOOD SERVICE
- LARGE GROUP / FTLA
- MECH / ELEC
- DISTRICT



Mezz

2nd Floor

All rooms with "0" are used 7 out of 7 (open periods noted).

N

6 Rock Hs

First Floor

July 14, 2014

•North

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MASTER SCHEDULE ANALYSIS - HS

Northfield ISD #659

MASTER SCHEDULE - NORTHFIELD HS CURRENT USAGE (Sem2/Q3

Current Enrollment:	1,236	Projected Enrollment:	1,236	1.00 Adjustment	
Current Grade Level:	9-12	Planned Grade Level:	9-12	0 Teachers	
Current Periods / Day:	7	Planned Periods / Day:	7		
		Planned Utilization:	5.0	72%	
			4.7		

(SECTIONS EXCLUDE STAFF PREP) 13/14

DEPT.	avg sec 11/12	SEC		MULTIPLIER		SEC		P/DAY		STATIONS	UTILIZATION	EXISTING
LANGUAGE ARTS	28.1	40	x	1.00	=	40	/	5.0	=	8	71%	8
WORLD LANGUAGE	22.9	31	x	1.00	=	31	/	4.4	=	7	63%	7
SOCIAL STUDIES	23.2	40	x	1.00	=	40	/	4.4	=	9	63%	9
MATHEMATICS	28.0	42	x	1.00	=	42	/	5.3	=	8	75%	8
HEALTH	33.2	5	x	1.00	=	5	/	5.0	=	1	71%	1
ELL	14.3	8	x	1.00	=	8	/	4.0	=	2	57%	2
SPECIAL EDUCATION	4.0	46	x	1.00	=	46	/	4.2	=	11	60%	11
READING	14.0	4	x	1.00	=	4	/	2.0	=	2	29%	2
STUDY HALL	15.3	41	x	1.00	=	41	/	13.7	=	3	195%	3
		257				257	/	5.0		51	0.72	51
DRAMA	-	-	x	1.00	=	-	/		=			-
BUSINESS	16.8	8	x	1.00	=	8	/	4.0	=	2	57%	2
SCIENCE	28.4	40	x	1.00	=	40	/	5.0	=	8	71%	8
ART	25.7	16	x	1.00	=	16	/	5.3	=	3	76%	3
FACS	28.4	5	x	1.00	=	5	/	5.0	=	1	71%	1
MUSIC	41.6	8	x	1.00	=	8	/	4.0	=	2	57%	2
INDUSTRIAL TECH	21.4	11	x	1.00	=	11	/	2.2	=	5	31%	5
PHYSICAL EDUCATION	30.4	14	x	1.00	=	14	/	2.8	=	5	40%	5
MISC	-	-	x	1.00	=	-	/		=			-
		102				102		3.6		26	0.52	26
		359				359				77		77

ATS&R

MASTER SCHEDULE ANALYSIS - HS

Northfield ISD #659

MASTER SCHEDULE - NORTHFIELD HS max program accomodation

Current Enrollment:	1,236	Projected Enrollment:	1,300	1.06	Adjustment	14/15 Projection	
Current Grade Level:	9-12	Planned Grade Level:	9-12	0	Teachers	19/20 Projection	
Current Periods / Day:	7	Planned Periods / Day:	7				
		Planned Utilization:	5.75	82%			

(SECTIONS INCLUDE STAFF PREP)

DEPT.	avg sec 09/10		SEC		MULTIPLIER		SEC		P/DAY		STATIONS	UTILIZATION	SCHED EXISTING	NON-SCHED STATIONS	ACTUAL EXISTING	STATIONS NEEDED
LANGUAGE ARTS	28.1	-	40	x	1.06	=	42	/	5.75	=	7	82%	8		8	(1)
WORLD LANGUAGE	22.9	-	31	x	1.06	=	33	/	5.75	=	6	82%	7		7	(1)
SOCIAL STUDIES	29.2	-	40	x	1.06	=	42	/	5.75	=	7	82%	9		9	(2)
MATHEMATICS	28.0	-	42	x	1.06	=	45	/	5.75	=	8	82%	8		8	-
HEALTH	33.2	-	5	x	1.06	=	5	/	5.75	=	1	82%	1		1	-
ELL	14.3	-	8	x	1.06	=	8	/	5.75	=	1	82%	2		2	(1)
SPECIAL EDUCATION	4.0	-	46	x	1.06	=	49	/	5.75	=	9	82%	11		11	(2)
READING	14.0	-	4	x	1.06	=	4	/	5.75	=	1	82%	2		2	(1)
STUDY HALL	15.0	-	41	x	1.06	=	43	/	5.75	=	7	82%	3		3	4
		-	257				271	/	5.75		47	82%	51	-	51	(4)
DRAMA	-	-	-	x	1.06	=	-	/	5.75	=	-	82%	-		-	-
BUSINESS	16.8	-	8	x	1.06	=	8	/	5.75	=	2	82%	2		2	-
SCIENCE	28.4	-	40	x	1.06	=	42	/	5.75	=	8	82%	8		8	-
ART	25.7	-	16	x	1.06	=	17	/	5.75	=	3	82%	3		3	-
FACS	28.4	-	5	x	1.06	=	5	/	5.75	=	1	82%	1		1	-
MUSIC	41.6	-	8	x	1.06	=	8	/	5.75	=	2	82%	2		2	-
INDUSTRIAL TECH	21.4	-	11	x	1.06	=	12	/	5.75	=	3	82%	5		5	(2)
PHYSICAL EDUCATIO	30.4	-	14	x	1.06	=	15	/	5.75	=	3	82%	5		5	(2)
MISC	-	-	-	x	1.06	=	-	/	5.75	=	-	82%	-		-	-
		-	102				107				22		26	-	26	(4)
			359				378				69		77		77	(8)

2,136

Northfield Public Schools

2015-2016

School Calendar

Recommended by Meet Confer

1/29/15

JULY

S	M	T	W	T	F	S
			1	2	[3]	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

3 4th of July Holiday

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	[26]	[27]	28	29
30	(31)					

26, 27 New Teacher Inservice

31 Teacher Work/Workshop Day

SEPTEMBER

S	M	T	W	T	F	S
		(1)	(2)	(3)	4	5
6	[7]	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1, 2, 3 Teacher Work/Workshop Days

7 Labor Day; **8** First Day of School

OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	[15]	[16]	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

15-16 No School, Ed MN

NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	[6]	7
8	(9)	[10]	11	12	13	14
15	16	17	18	19	20	21
22	23	24	(25)	[26]	[27]	28
29	30					

6 End of 1st qtr

9 No School, Teacher Work/Workshop Day

25 No School, Teacher Work/Workshop Day; **26-27** Thanksgiving Break

DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	[23]	[24]	[25]	26
27	[28]	[29]	[30]	[31]		

Winter Break, No School Dec 23-Jan 1

JANUARY

S	M	T	W	T	F	S
					[1]	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	(18)	19	20	21	22	23
24	25	26	27	28	[29]	30
31						

1 New Year's Day Holiday

18 No school, MLK Jr's Birthday, Teacher Work/Workshop Day

29 End of 2nd qtr

FEBRUARY

S	M	T	W	T	F	S
	(1)	[2]	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

1 No school, Teacher Work/Workshop Day

MARCH

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	[18]	19
20	[21]	[22]	[23]	[24]	[25]	26
27	(28)	[29]	30	31		

18 End of 3rd qtr

21-25 Spring Break, No School

28 No School, Teacher Work/Workshop Day

APRIL

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	[30]	31				

30 Memorial Day, No School

JUNE

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	**9**	**10**	11
12	**13**	**14**	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

5 Graduation; **8** Last Day of School (2-hr early dismissal)

(June 9, 10 - District cancelled day 3 & 4 make-up for students and teachers)

(June 13 - District cancelled day 5 make-up for teachers only)

Student Days:	Summary:
Term 1: 42 days	174 student contact days
Term 2: 47 days	9 non-student contract days
Term 3: 34 days	4 contract days off calendar
Term 4: 51 days	(4 conferences)
TOTAL: 174 days	Total: 187 contract days

(89 days-first semester; 85 days-second semester)

(○) Teacher Workday/Workshop (no school)

[□] No School - Holidays

NORTHFIELD PUBLIC SCHOOLS
2015-16 Calendar
Recommended by Meet and Confer 1/29/15

New Teacher Activities
August 26 and 27

Pre-School Days for all Teachers
August 31, September 1, 2, 3

September 7	**No School.** Labor Day
September 8	First Day of School/Beginning of 1st Quarter
October 15-16	**No School**. Education Minnesota Break
November 6	End of 1st Quarter (42 days)
November 9	**No School.** (Teacher Work/Workshop Day)
November 10	Beginning of 2nd Quarter
November 25	**No School.** (Teacher Work/Workshop Day)
November 26-27	**No School.** Thanksgiving Break
Dec. 23-Jan. 1	**No School.** Winter Break
January 18	**No School.** Dr. Martin Luther King's Birthday (Teacher Work/Workshop Day)
January 29	End of 2nd Quarter (47 days)/End of First Semester (89 days)
February 1	**No School.** Teacher Work/Workshop Day
February 2	Beginning of 3rd Quarter and Second Semester
March 18	End of 3rd Quarter (34 days)
Mar 21-25	**No School.** Spring Break
Mar 28	**No School.** (Teacher Work/Workshop Day)
Mar 29	Beginning of 4th Quarter
May 30	**No School.** Memorial Day
June 5	Graduation, 2 PM
June 8	**Last Day of School**. 2-hour early dismissal End of 4th Quarter (51 days); End of Semester (85 days)
* **June 9, 10**	**District cancelled day 3 and 4 make-up for students and teachers.**
* **June 13**	**District cancelled day 5 make-up for teachers only.**

*** Students and Teachers Possible Make-Up Days for 2015-16**

- If two (2) days are cancelled, no make-up days for students or teachers.
- If three (3) days are cancelled, students and teachers will make-up on Thursday, June 9, 2016.
- If four (4) days are cancelled, students and teachers will make-up on Thursday, June 9, 2016 and Friday, June 10, 2016.
- If five (5) days are cancelled, teachers only will make-up on Monday, June 13, 2016.

Grant Application Approval Form

February 1, 2015

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the School Board before the proposal is submitted. This form will accompany all requests to the School Board and will be filed with the Grant Coordinator along with a copy of the completed grant proposal. All proposals must:

- Support the District's mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District if required.

Grant Proposal Information	
Project Title	Reading Oasis Room
Project Period	Ongoing
Funding Source	SMIF
Application Deadline	February 13, 2015
List all Grant Applicants	Northfield ECIC
School/Department	
Contact Person	Sara Line Phone No. 507-645-1232
Project Information	
Brief Proposal Description	We are seeking a family friendly book area in the Atrium of the NCRC where the LINK free book shelf is located. We are hoping this would welcome families to use this area more often, reaching the families that frequent that building as well as those that don't. We have a continued partnership with Rotary among others to continue stocking the free bookshelves, and provide resources for families on supporting early literacy
Project Goal (in one Sentence)	The goal is to better provide at risk students and their families with early literacy resources to help them get ready to learn to read.
List All Personnel Involved in Application	Sara Line, ECIC Coordinator, along with ECIC members
Budget Information	
Amount Requested	Products totaling $10,000
Matching Funds	$2500 cash funds
Source of Matching Funds	ECIC

Required Documents Attached: ☐ Completed Application ☐ Rough Draft ☐ Summary of Application

Project Initiator Signature

Erin Bailey
Building Principal or District Administrator Signature

☐ Approved by the School Board ☐ Not Approved by the School Board Date_____

Northfield
PUBLIC SCHOOLS

COMMUNITY SERVICES DIVISION
1651 Jefferson Parkway
Northfield, MN 55057
PH 507.664.3650 • FAX 507.664.3651
www.nfld.k12.mn.us

Date: February 18, 2015

TO: Human Resources

FROM: Tom Graupman, Activities Director

RE: Event Worker #1526

I recommend for hire all individuals listed below for event worker positions/rock n' roll revival positions beginning March 2, 2015:

Naomi Munggai
Michelle Seeley
Nikki Davidson
Barbarb Carozza
Bonnie Stowe
Lindsay Ankrum
Madeline Knutson
Sandra Zieske
Sara Bultman
Shandice Kuntze
Jan Gillen
Meleah Richter
Brianna Lepinski
Nita Swedin
Rochelle Bultman
Janet Amundsen
Phoebe Gray
Nicole Krenzel
Christina Schwietz
Changell Johnson
Marlene Rojas Lara
Shari Karlsrud (asst)
Tammy Rezac (asst)
Lee Wilson
Tal Lauseng
Nancy Johnson