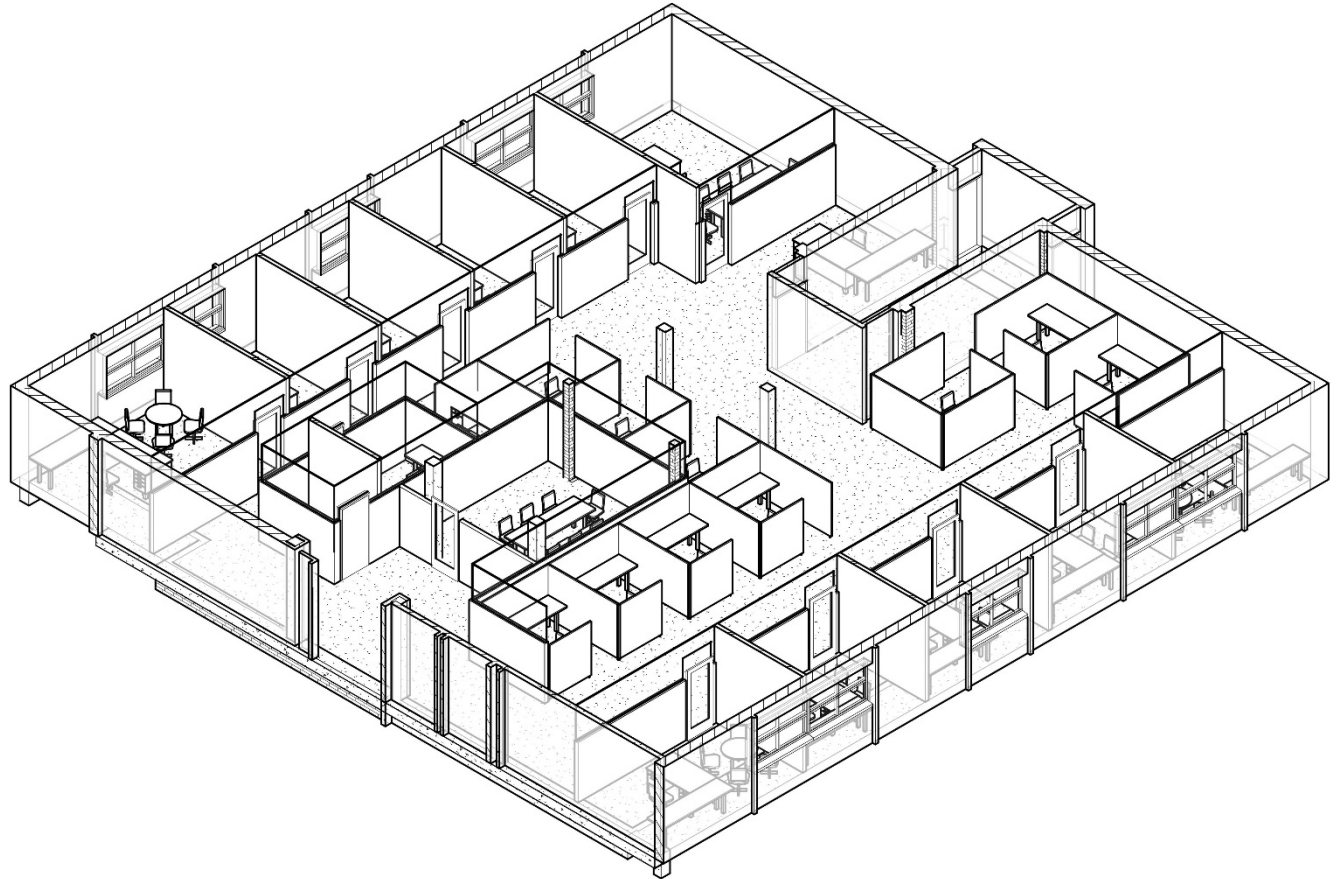




Independent School District 659

Longfellow DO/ALC Greenvale Community Center



Board Presentation Update

October 28, 2019



Planning / Design Process



Planning Process



To be successful, a Core Planning Group must:

- » Be empowered to make decisions
- » Be willing to make decisions
- » Request information, not a decision from input givers
- » Be a manageable size to allow for a faster timeline



Design Process

Project Phases:

- » Schematic Design
 - » Putting the Pieces in the Right Locations
 - » Core Planning Groups
- » Design Development
 - » Moving from 2D to 3D
 - » User Group Meetings
 - » Coordination
- » Construction Documents
 - » Drawings / Contracts for Bidding
- » Bidding
- » Construction
- » Occupancy

**Significant
Input**



Longfellow Renovation Design



Longfellow Renovation Core Planning Group



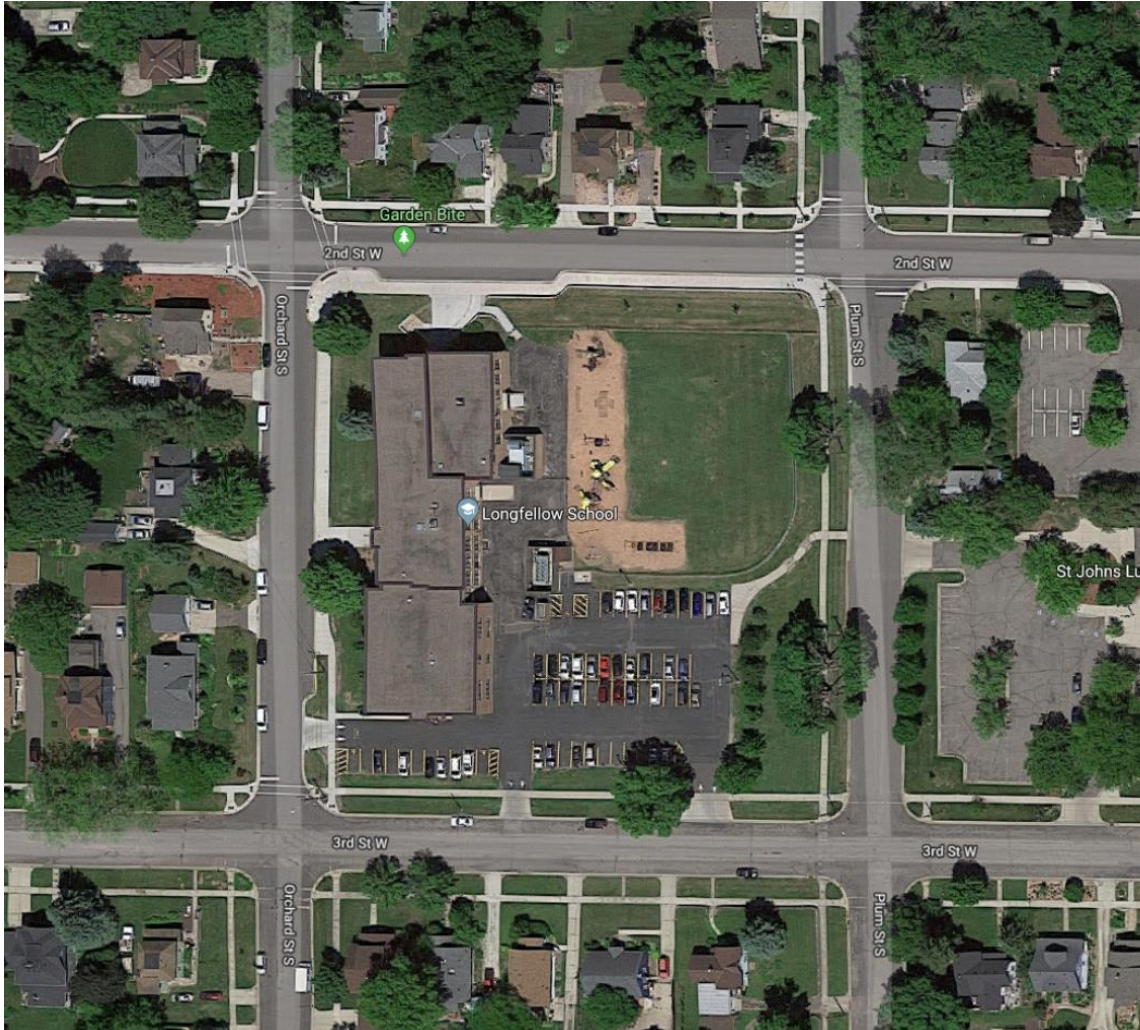
Arleene Gallardo, ISD #659
Jordan Streiff, ISD #659
Chris Neset, ISD #659
Hope Langston, ISD #659
Andrea Nelson-Walker, ISD #659
Stephanie DeAdder, ISD #659
Lisa Bethke, ISD #659
Mary Czech, ISD #659
Emily Grote, ISD #659
Dorothy Cohan, ISD #659
Mary Grace Hanson, ISD #659
Stephany Stromme, ISD #659
Jackie Dulac, ISD #659
Matt Hillmann, ISD #659
Anita Aase, ISD #659
Cheryl Hall, ISD #659

- **Met 3 times:**
 - » September 19, 2019
 - » September 26, 2019
 - » October 10, 2019
- **Developed Criteria**

Molly Viesselman, ISD #659
Jim Kulseth, ISD #659
Daryl Kehler, ISD #659
Val Mertesdorf, ISD #659
Kim Briske, ISD #659
Sara Pratt, ISD #659



Site

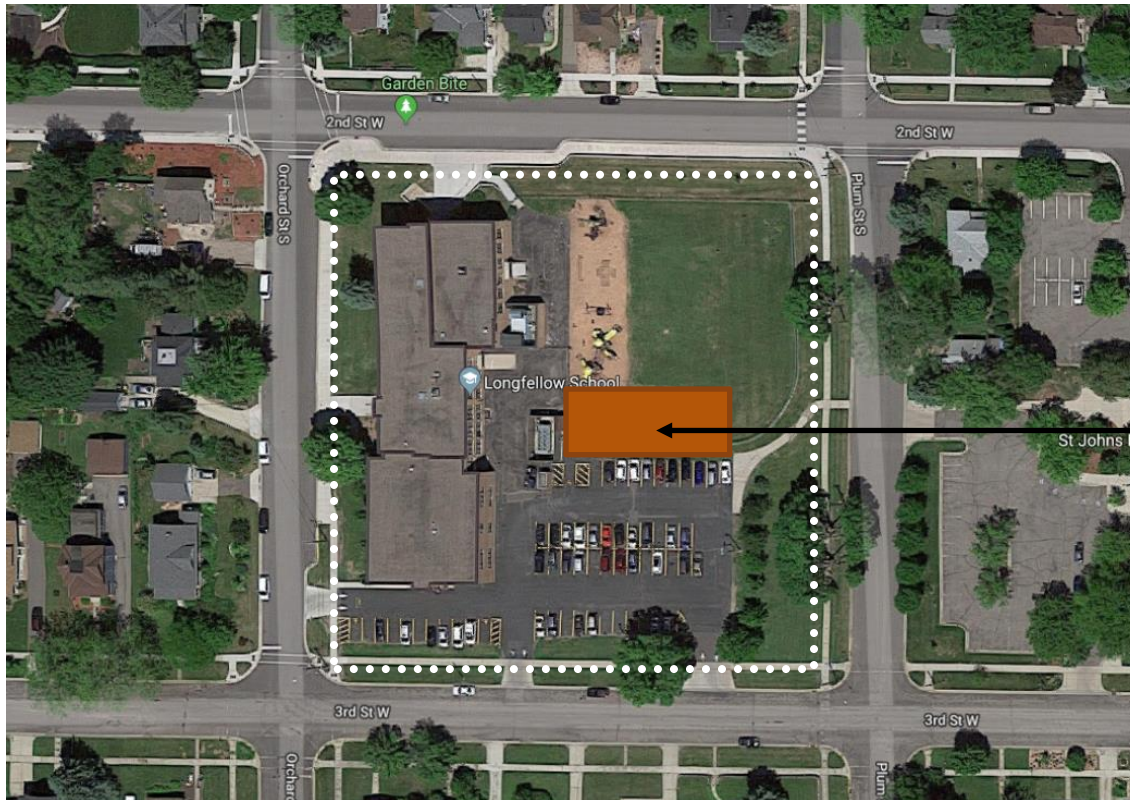




Referendum Scope

Program Overview

- » 5 – 10 additional parking
- » Renovate classrooms into District Office functions



ADDITIONAL
PARKING
SPACES



Guiding Principles



Guiding Principles

- » The building should be **safe and secure** while being **warm and welcoming** for staff, students and visitors.
- » The office suites should provide **equitable opportunities for natural daylight**.
- » The design should separate ALC students from District Office operations where possible to **limit interruptions** of either group.
- » The office suites should include opportunities for flex/soft seating for collaboration.
- » The **original character** of the building should be maintained while supporting the **collaborative culture** of the District Office.
- » The District Office functions should be able to be secured after hours.
- » The office suites should contain ways to secure individual departments information and materials from others.
- » The design should **minimize loss of green space** for the ALC.



Design Criteria



Design Criteria (1 of 5)

» **Finance** – 5 people

- 1 Private Office w/ meeting space for 3-4.
- Dedicated storage that is lockable for petty cash, etc.

» **HR** – 3 people

- 1 Private Office w/ meeting space for 3-4.
- Not visible from Main Entry.
- Cubicles need separation for conversations on employee benefits.

» **Nutrition** – 2 people

- 1 Private Office w/ meeting space for 3-4.

» **Building and Grounds** – 2 people

- 1 Private Office w/ meeting space for 3-4.

» **Enrollment** – 1 person

- 1 Private Office w/ meeting space for 3-4.
- Near Main Entry for parents.
- Include flex/drop in space for parents filling out paperwork.



Design Criteria (2 of 5)

- » **Special Services** – 3 people
 - 1 Private Office w/ meeting space for 3-4.
 - 1 Private Office w/ meeting space for 4-6.
- » **Teaching and Learning** – 2 people
 - 1 Private Office w/ meeting space for 3-4.
- » **Assessment** – 1 person
 - 1 Private Office w/ meeting space for 3-4.
- » **Technology** – 2 people
 - 1 Private Office w/ meeting space for 3-4.
- » **Superintendent** – 2 people
 - 1 Private Office w/ meeting space for 6-8.
 - Anita's work station immediately adjacent.



Draft Design Criteria (3 of 5)

- » The main reception should have space for two people who will interact with visitors and help direct them.
- » Use of card readers at the doors along the hallway will be used to prevent access into spaces as needed.
- » Most people visiting the District Office are staff members and new staff for training.
- » The existing cubicles will be reused in the new suite as they are relatively new.
- » Enrollment does not have to be near the entry. Having a drop in office near the main entry would be sufficient during enrollment season and could be used by other departments as well.
- » HR, Finance, Nutrition and Buildings & Grounds should be located near each other ("operations" suite).
- » Teaching & Learning, Special Services, Assessment, Tech and the Superintendent should be located near each other ("instructional" suite).
- » Private offices require windows and interior walls will be partially glass to allow some daylight to filter into the center of the room.



Draft Design Criteria (4 of 5)

- » There should be a **clear path for visitors** to the Board Room.
- » The Board Room needs to accommodate 50 people and be able to be split into two rooms for trainings and other meetings.
- » Staff Lounge to have capacity for 18-20 people.
- » Storage and records for the District Office needs to include space for working and sorting (curriculum deliveries).
- » Plan storage to be separate for ease of B&G access.
- » Provide **conference spaces of various sizes**, focusing on medium size (6-12 people)
 - One should be located for more confidential conversations



Draft Design Criteria (5 of 5)

- » The design should include single occupant restrooms to be unisex and have a urinal as well.
- » The design needs to support the required deliveries of curriculum and other materials.
- » If possible, there should be a separate entry for ALC students.
- » The work room should be a separate space from the staff lunchroom / lounge.
- » The work room will be shared with the ALC staff.
- » Mailboxes in the work room will be for the District Office staff and the ALC mailboxes will remain on the upper level.
- » Provide a dedicated area for the creation of staff badges
- » The badging station and high speed scanner cannot share a computer.



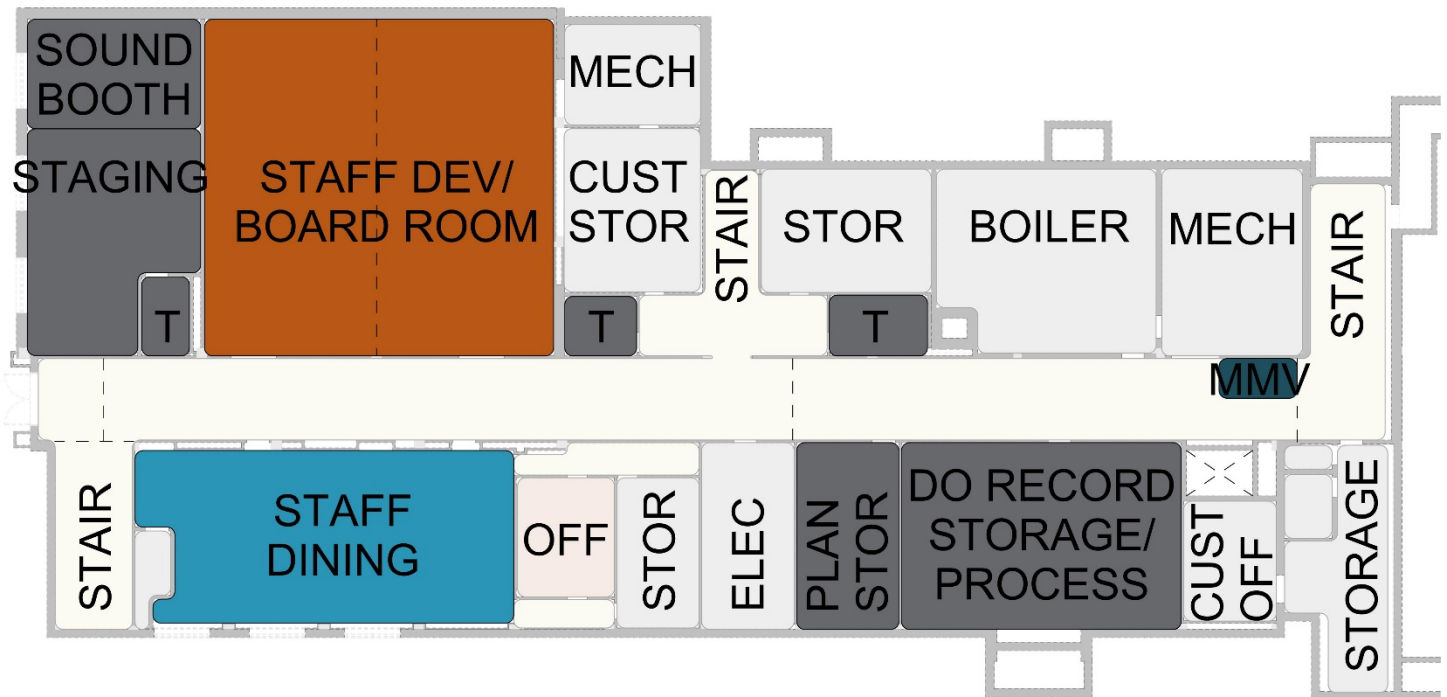
Core Group Bubble Diagram



Schematic Design Diagram: Lower Level

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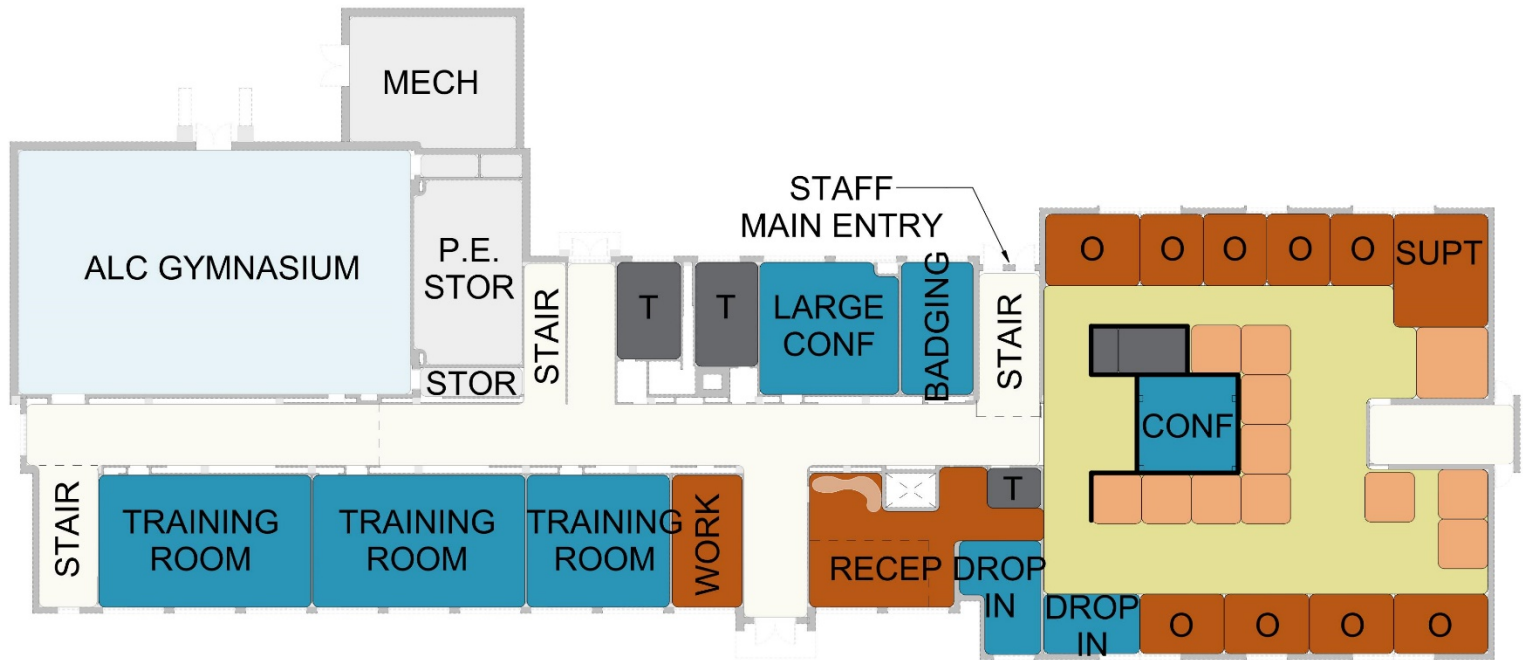




Schematic Design Diagram: Main Level

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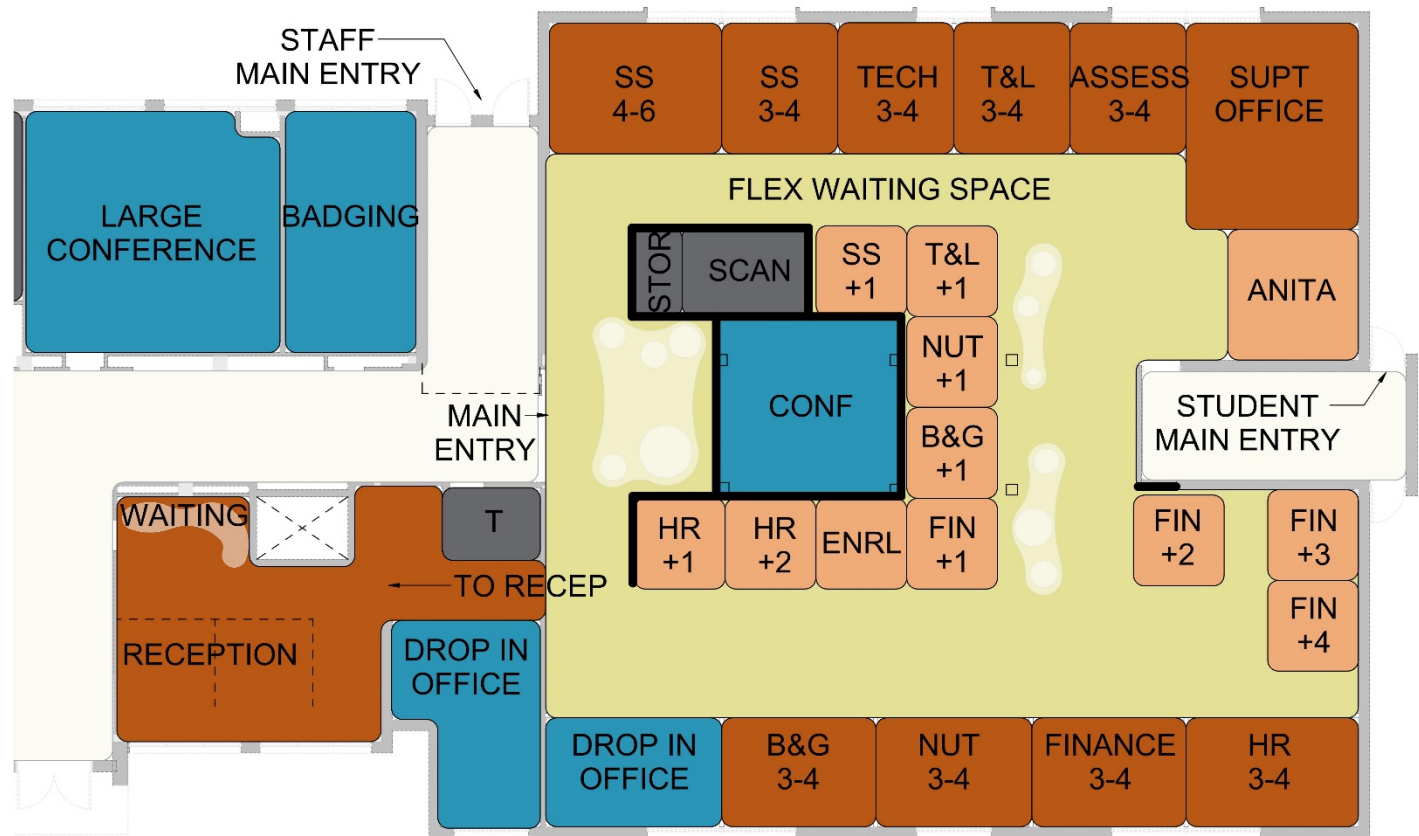




Schematic Design Diagram: Office Suite

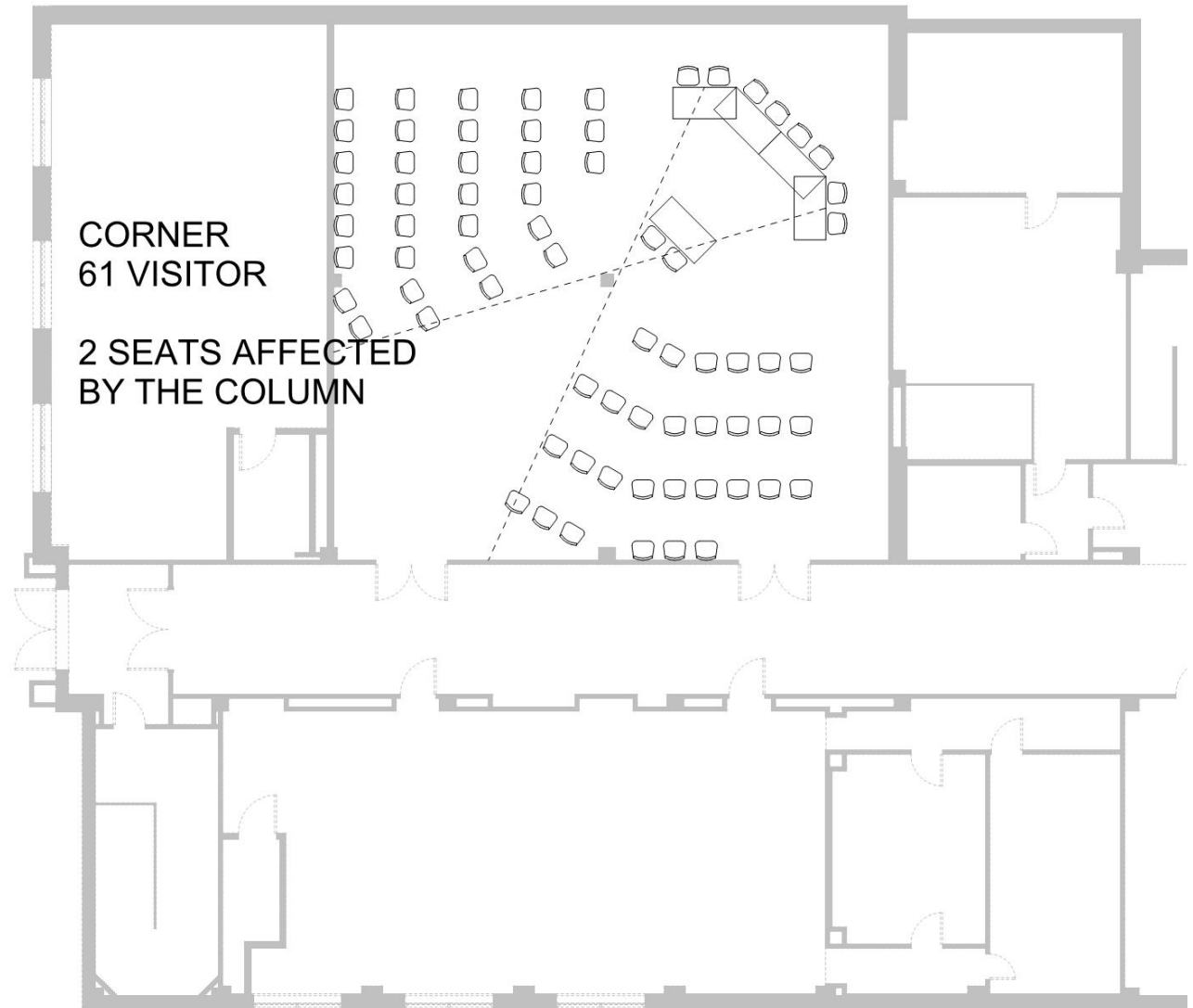
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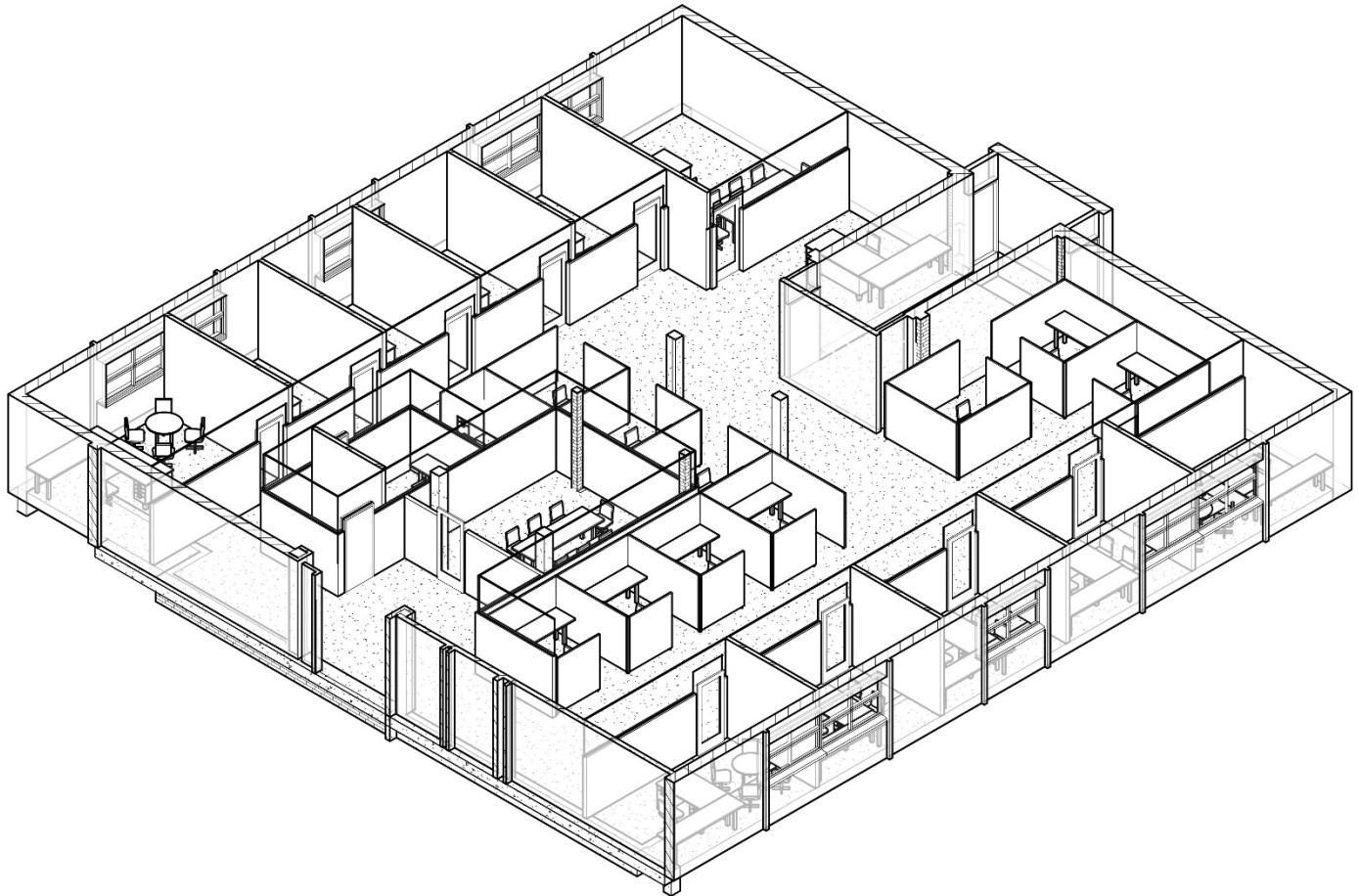


Board Room Layout



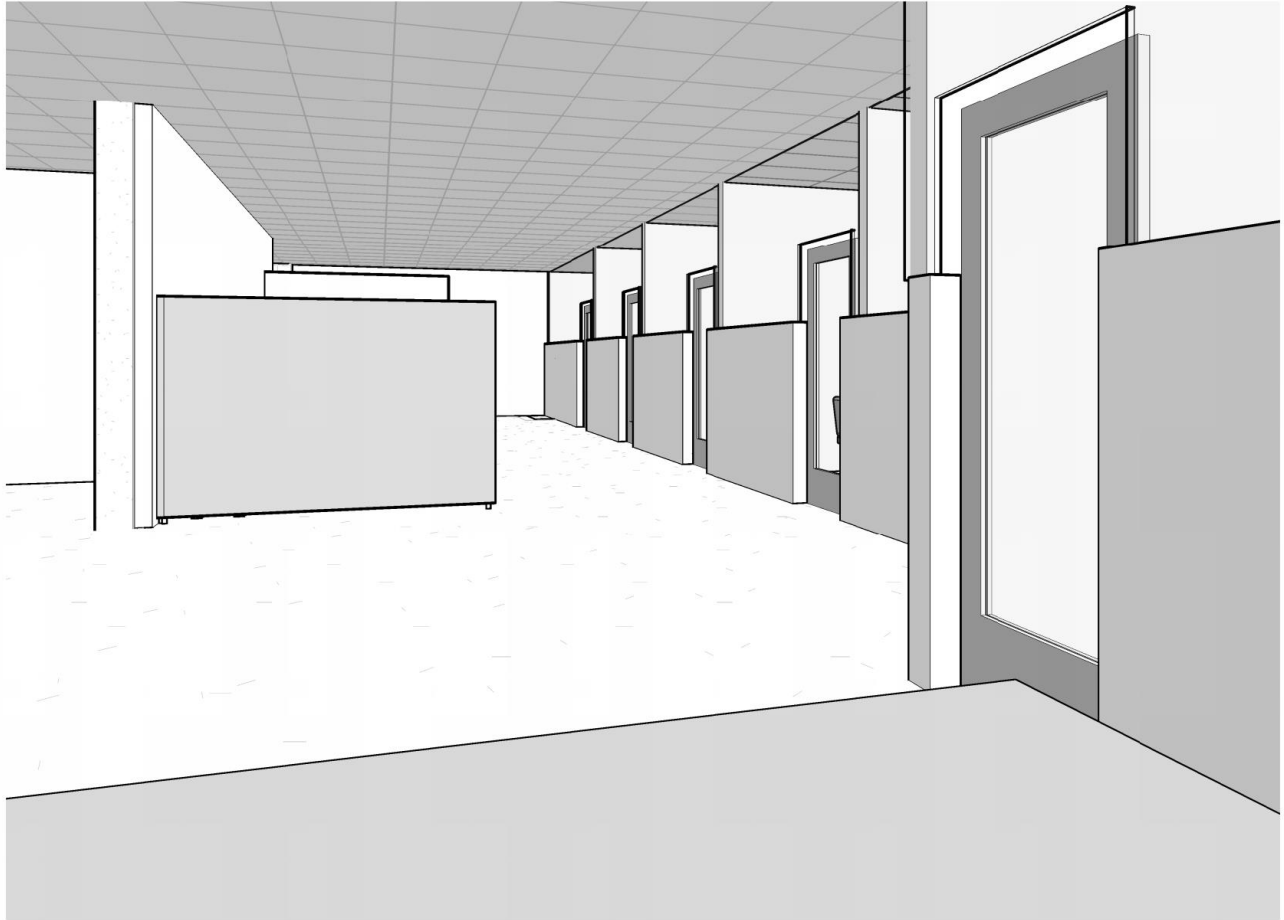


Office Suite Axon





Office Suite 3D





Greenvale Park Renovation Design



Greenvale Renovation Core Planning Group

Val Mertesdorf, ISD #659
Clarice Grabau, ISD #659
Matt Hillmann, ISD #659
Martha Donahoe, ISD #659
Breezy Barrett, ISD #659
Erin Bailey, ISD #659
Bonnie Johnson, ISD #659
Melissa Bernhard, ISD #659
Amy Goerwitz, ISD #659
Annie Kruse, ISD #659
Pam Moening, ISD #659
Kyle Roth, ISD #659
Sara Line, ISD #659

- **Met 4 times:**
 - » September 19, 2019
 - » September 26, 2019
 - » October 10, 2019

- **Developed Criteria**

Jim Kulseth, ISD #659
Kevin Larson, St. Olaf
Dr. Tracie Kreighbaum, ISD #659
Robert Coleman, Parent
Veronica Gamino, Community Action Center
Anika Rychner, Community Action Center



Site

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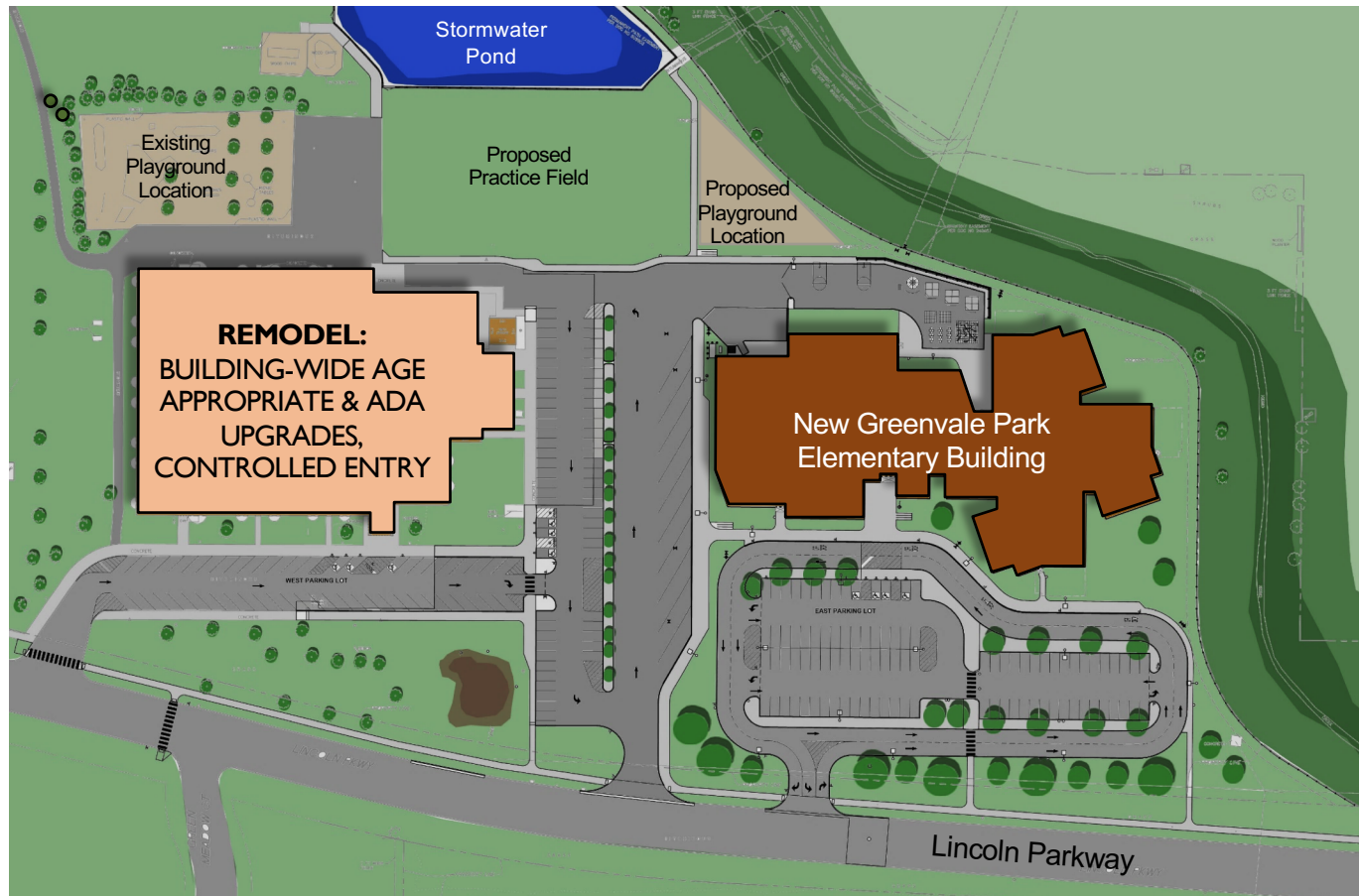
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Greenvale Park Renovation

Site Plan per process with City of Northfield

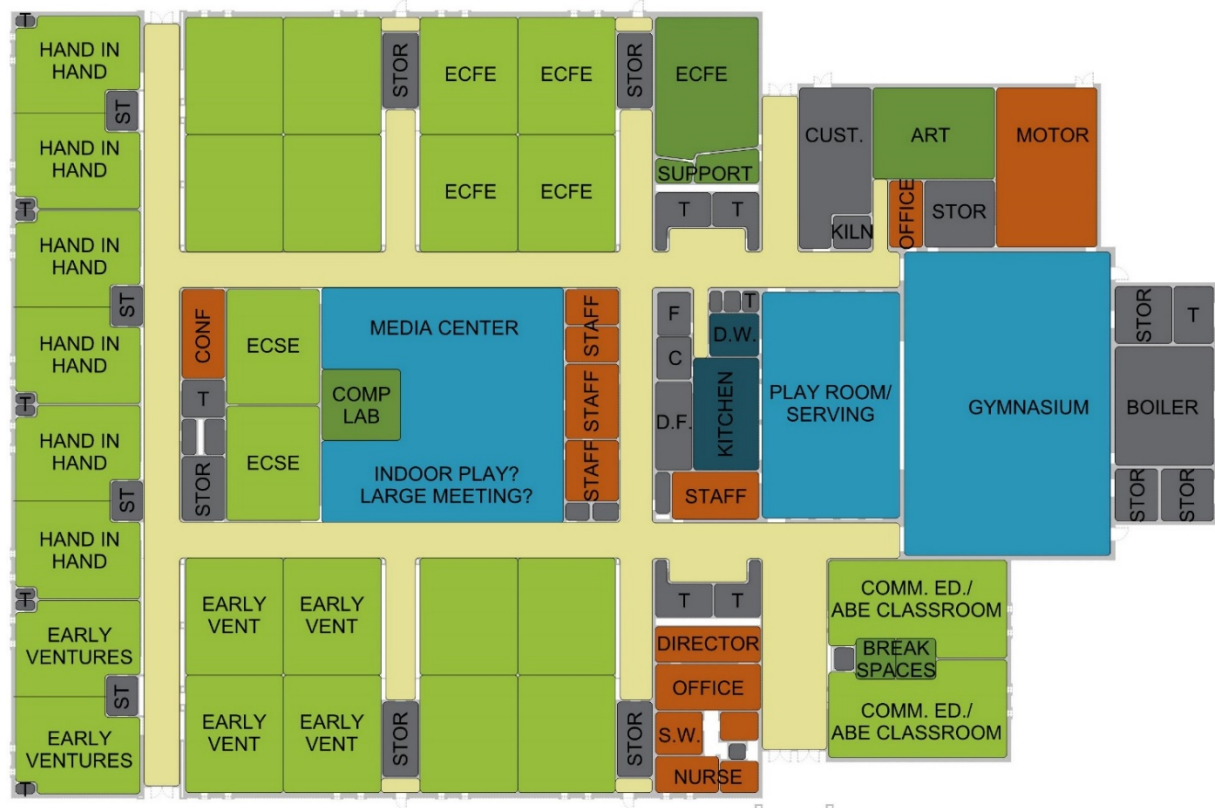




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Referendum Diagram



- » Renovations to convert for use as Early Childhood / Early Ventures / Community Ed programming, other community partners
- » Renovations to create secure vestibule at main entry



Guiding Principles



Guiding Principles

- » The building should be **safe and secure while being warm and welcoming** for students, staff, parents and visitors.
- » The programs within the building should be located for **ease of access and wayfinding** for families and other visitors.
- » There should be a **separate entry** for Early Ventures that parents access with fingerprint readers.



Design Criteria



Draft Design Criteria (1 of 3)

- » The building secure entry vestibule needs to be larger to **accommodate more visitors** and circulation space.
- » The main office space needs to accommodate 4 work stations in the reception area.
- » The Community Education (ABE) classrooms should be **located directly next to the main entrance**.
- » There needs to be a **variety of conference room sizes** to support operations, including:
 - Small meetings (4-6, small, at least 1)
 - IEP meetings (10-12, medium-sized, at least 2)
 - Large training sessions (20+, large, at least 1)
- » There should be a work room separate from a staff lounge.
- » The staff lounge should be capable of having 25 people at one time.



Draft Design Criteria (2 of 3)

- » Early Ventures, Hand in Hand, and ECSE classrooms should be **located near each other** as some students access these programs within the same day.
- » ECFE, Community Education/ABE and CAC should be near each other.
- » ECFE classrooms should be located within the building so that they are **easy to access for families**.
 - Separation between parent rooms and child rooms.
- » There should be an area within the building to do large meetings or trainings, likely in the current media center.
- » The kitchen is to remain as is for future programming flexibility.



Draft Design Criteria (3 of 3)

- » A **parent/family lounge** with access to books and other resources should be provided.
- » Early Ventures programming requires five classrooms in total; three classrooms should have dedicated toilets (OT, 2PK, 1PK) and two classrooms need to be acoustically isolated for infants and young toddlers.
- » The ECSE classrooms need to be enclosed and have acoustic separation. They should have access to an accessible bathroom with space for changing.
 - A dedicated motor room should be nearby.
 - A sensory / calming room should be nearby.



Space Needs by Program (1 of 7)

» Early Ventures:

- Five classrooms needed (current, no growth):
 - » Infants: 6 w – 19 mo.
 - » Young Toddlers: 16 mo – 33/36 mo.
 - » Old Toddlers: 26 mo – 36 mo.
 - » 2 year Pre K.
 - » 1 year Pre K.
 - » DHS requirement: one (1) dedicated restroom per 15 children for 2 year Pre K and 1 year Pre K.
 - » Infants and YT Needs acoustic isolation for naptime.
 - » One dedicated Motor Room for EV use only.
 - » Programming 6:30 AM – 6:00 PM.
 - » Dedicated entry (with fingerprint reader).
 - » One Site Leader office, nearby classrooms.
 - » One Coordinator office, does not need to be adjacent to classrooms.



Space Needs by Program (2 of 7)

» **Hand in Hand:**

- Eight sections of 1/2 day Pre-K (uses three rooms now)
- Future: plan for two additional rooms, one will be all day.
- Dedicated restrooms in each classroom
- One motor room ~900SF, can be shared with ECSE

» **ECSE:**

- Two dedicated classrooms, need to be adjacent to accessible bathroom.
- Other staff:
 - » One district-wide PT, one OT, two speech, one School Psychologist (.75 FTE), one Social Worker, one Behavioral Analyst, three Birth to 3 Y.O. staff.
 - » One DAPE and other health disabilities (part time).



Space Needs by Program (3 of 7)

» **ECSE (continued):**

- Can share amongst themselves, however due to privacy concerns need separation from other functions within the building.
- Birth to 3 needs to be away from the public due to privacy concerns.
- PT and OT require storage, both near the classrooms and near the Motor room. Lockable to prevent loss of specialized equipment.
- Speech needs space for assessment in the room.
- Need a space to accommodate 20 person meeting acoustically isolated due to privacy concerns.
 - » This can occur in a vacant classroom as needed.



Space Needs by Program (4 of 7)

» **ECFE:**

- Three dedicated classrooms needed to support current programming.
- Sibling Care space does not need to be the size of a full classroom or adjacent to the other classrooms – separation from parents is important.
 - » Needs to be enclosed; roughly the size of the current staff lounge would be appropriate.
- One dedicated classroom size space for offices:
 - » Three staff.
 - » Two EAs – can share a desk.
- Schedule:
 - » Weekdays: 8:30 AM – 10:00 AM, 10:30 AM – 12:00 PM, 1:00 PM – 2:30 PM, 4:00 PM – 5:30 PM, 6:00 PM – 7:00 PM
 - » Saturdays: 9:00 AM – 11:00 AM
- Class size is, on average, 12 adults.



Space Needs by Program (5 of 7)

» **ECFE (continued):**

- Some classes are as large as 25 moms and their babies.
- Currently has a two-way mirror to reduce stress on separated kids.
 - » You can see through when up close, but reduces visibility from afar.
- Child restroom needs to be very nearby.
- Adult restroom can be further away, would be nice to be close.

» **Community Action Center:**

- Needs easily accessible space for people receiving food (discreet).
 - » Refrigeration for food storage.
- Potential office space, depending on services offered out of this space.
- Partnering with ABE/ESL/ECFE.



Space Needs by Program (6 of 7)

» **Community Education/ABE:**

- Two classrooms near front entry.
 - » Need door between classrooms.
- Lockable office space
- Testing space, acoustically isolated.
- Computer lab for ten desktops would be desirable.
- Hours of operations:
 - » Morning Classes 9:00 AM – 12:00 PM.
 - » Evening Classes 5:00 PM – 8:00 PM.
- Average class size is 10-15 people.
- Partnership with ECFE and CAC.

» **Nurse:**

- Dedicated storage for district supplies
- Space for one cot; changing table/dedicated restroom not required
- Preferred to by nearby students



Space Needs by Program (7 of 7)

» **Potential Partners:**

- Healthy Community Initiative:
 - » About 12 people.
 - » If involved, they create demand for medium sized conference spaces.
- Rice County Public Health/WIC:
 - » Quantity of people – not known.
 - » Three days/week during regular business hours.



Core Group Bubble Diagram



Schematic Design Diagram: Main Level

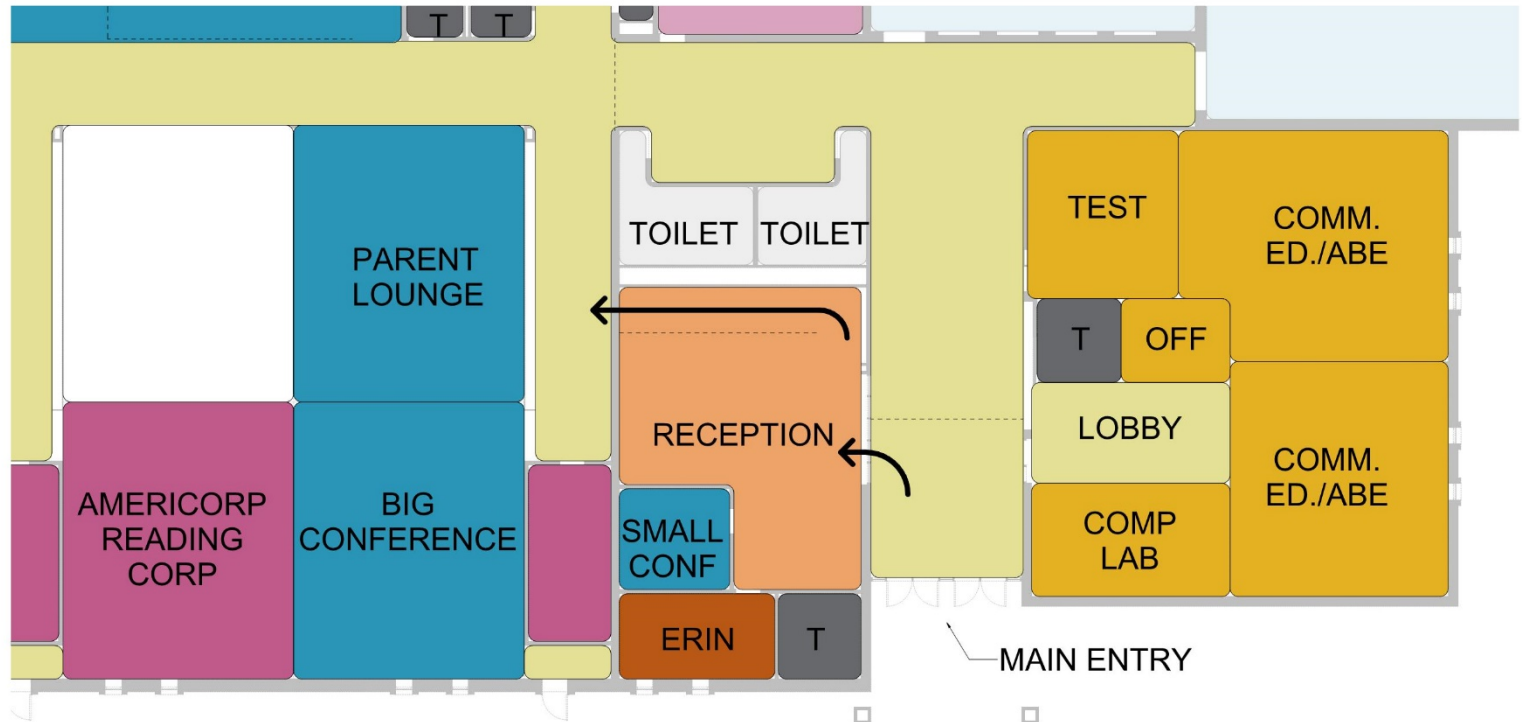
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Schematic Design Diagram: Secure Entry





Next Steps

Longfellow DO/ALC:

- Early November – Start User Group Meetings
- December – Contract Documents
- Early 2020 – Bidding
- Fall 2020 – Construction (after Early Ventures / Early Childhood moves to GV)

Greenvale Community Center:

- Mid November– Start User Group Meetings
- December – Contract Documents
- Early 2020 – Bidding
- Summer 2020 – Construction



Construction Update

Bridgewater Elementary Addition & Renovation:

- Activities Completed to Date
 - Opened the entryway to school
 - Exterior finishes (Concrete, asphalt, utilities)
 - Interior finishes (Paint, tile, flooring, ceilings)
- Activities Planned for Next Month
 - Complete remaining activities in the new addition
 - Move into the new addition
 - Begin interior renovation work



Construction Update

Bridgewater Elementary Addition & Renovation:

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Construction Update

Bridgewater Elementary Addition & Renovation:

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Construction Update

Bridgewater Elementary Addition & Renovation:

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Construction Update

Bridgewater Elementary Addition & Renovation:





Construction Update

Bridgewater Elementary Addition & Renovation:





Construction Update

New Greenvale Park Elementary:

- Activities Completed to Date
 - Sanitary sewer tie in at the street
 - Soil correction and excavation
 - Foundations are 25% complete
- Activities Planned for Next Month
 - Complete foundations
 - Begin steel erection
 - Complete underground utilities (Water, storm, sewer)



Construction Update

New Greenvale Park Elementary:





Construction Update

New Greenvale Park Elementary:





Construction Update

New Greenvale Park Elementary:





Construction Update

New Greenvale Park Elementary:





Construction Update

New Greenvale Park Elementary:

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Construction Update

Sibley Elementary Addition & Renovation:


- Activities Completed to Date
 - Contracts issued to successful bidders
- Activities Planned for Next Month
 - Mobilize site
 - Install temporary fencing and enclosures
 - Begin excavation & foundations



Construction Update

In the Loop:

- Weekly Construction Update






NORTHFIELD PUBLIC SCHOOLS
Knutson Construction

IN THE LOOP

Friday, October 18, 2019

BRIDGEWATER + NEW GREENVALE PARK ELEMENTARY



- Parking lot and walking path being re-installed
- Main hallways receiving grout and ceiling tile
- Lincoln Parkway sanitary sewer tie-in
- Foundation walls on going

BRIDGEWATER

PROJECT FACTS

- Bridgewater is a 4,000sf secure entrance/ office space addition project with the existing office space renovated to accommodate additional instructional space.

Project Milestones:
10.21.19 – Exterior work on the building to be complete

OxBlue Webcam: <https://app.oxblue.com/open/Knutson/Bridgewater>

GREENVALE

PROJECT FACTS

- New Greenvale Elementary is a brand new 90,000 square foot elementary school project. The two-story building will have a fully-secure entrance.

Project Milestones:
10.18.19 – Footings and foundations on-going, street tie-in complete

OxBlue Webcam: <https://app.oxblue.com/open/Knutson/Greenvale-Elementary>

FUN FACT OF THE WEEK

The annual MEA conference dates back, in some form, to 1861

Contacts			
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Construction Update

Watch Us Build:

New Greenvale Park Webcam:

<https://app.oxblue.com/open/Knutson/Greenvale-Elementary>

Coming Soon...Sibley Elementary Addition & Renovation



Questions?

Construction Update