

## West Rd./ Traver Rd. Elementary School End-User Meeting #3 Summary

December 12, 2024

### 1. PPS Design:

- Attendees, E. Bernhauer., K. Bouffard, J. DeCicco, T. Filancia, B. Fogarty, G. Hamlin, J. Hammond-King, M. Hunt, I. Martinez, C. Pek, C. Powers, K. Riley, K. Urso, S. Thames.
  - Emphasized the importance of a calm environment. AC is a must.
  - Suggested moving the sensory room closer to K and 1<sup>st</sup> in new addition.
  - Speech rooms need to be larger as they need room for movement and would be great if they both have windows, we will look move one into the new addition.
  - Discussion of location of permanently hung swing, shared storage locations in OT/PT. Photos of current Traver spaced were shared.
  - Ample room for the kids to move and participate in different activities including the ability to ride a tricycle around while swing is in use in OT/PT.
  - It was discussed the space will accommodate 4 staff members: groups of 2-3 students per session.
  - It was noted that sinks are needed within the OT/PT space.
  - It was agreed a bathroom within the OT/PT space is not needed.

### 2. Art:

- Attendees: L. Boland, K. Bouffard, M. Hunt, G. Hamlin, I. Martinez, J. Hammond-King, E. Bernhauer, S. Thames.
  - Layout shown was well received including storage room and kiln room.
  - It was agreed 2 trough type sinks would be very useful.
  - Specific storage needs were discussed including storage for portfolios.

### 3. Music Classroom Design:

- Attendees: K. Bouffard, M. Hunt, G. Hamlin, I. Martinez, J. Hammond-King, E. Bernhauer, M. Klos, E. Mimran, S. Thames.
  - Concerns were raised about classroom size, storage for instruments, and the need for better ventilation. The desire for self-sufficient access to instruments for students was also noted.
  - There were suggestions for adequate storage solutions for music classes, including specific dimensions for cabinets and storage areas for instruments.

### 4. Library Design

- Attendees: E. Bernhauer., K. Bouffard, G. Hamlin, J. Hammond-King, M. Hunt, I. Martinez, A. McChesney, D. Phillips, S. Thames.
  - The location of the library front and center was well received by all.
  - Emphasized the need of a carpet reading area for k-2. They would like some reading nooks.

- Storage and the appropriate volume count for books combined from both libraries is needed from the district.
- Maker Space locations and activities were discussed, separate storage for maker space items is needed.
- Access to the newly created courtyard from the library is desired, they envision using this space as much as possible. Benches and a fountain were mentioned.
- The need for student display areas throughout the space.

#### **5. Gym Design:**

- Attendees: E. Bernhauer., K. Bouffard, E. Farlow, G. Hamlin, J. Hammond-King, M. Hunt, I. Martinez, S. Thames.
  - The group expressed a preference for the new gym addition to match the size of the existing gym and discussed the interest in additional outdoor spaces.
  - It was discussed that a consolidated storage room would be most useful for PE.
  - It was noted there will be no adaptive PE here.
  - Gym addition only needs 2 new basketball backstops.
  - Would like room for 2 PE offices.
  - It was agreed a sheet athletic flooring like we saw in CT is good and an improvement to the VAT floor in the WEST gym now.
  - Brief discussion of outdoor space, it was noted the new play areas are too far from the gym and cafeteria and the asphalt play area needs to be in a location that can be plowed.

#### **6. Main Office Design:**

- Attendees: C. Axelrod, E. Bernhauer., K. Bouffard, P. Carter, G. Hamlin, J. Hammond-King, M. Hunt, I. Martinez, K. Strutt, S. Thames.
  - There were discussions about a centralized greeter for the building, as shown in plans will work well for them.
  - Would like room for 3 admin in the open office space.
  - No need for any PA equipment in the main office, it is done through the phone system and the rack is in upstairs storage room 219.
  - Need space for the safe.
  - Need space for pallets of paper to come in.
  - A book storage room in classroom area would be useful.
  - Would like a location for a copier on the second floor for the teachers to use.
  - It was noted there is a teacher workroom on the first floor where a copier can be located.
  - The requirements for teacher/staff mailboxes, approximately 130.
  - The requirements for school records storage, they keep 25 years back!.

#### **7. Nurses Office Design:**

- Attendees: M. Avezzano, E. Bernhauer., K. Bouffard, M. Cardella, G. Hamlin, J. Hammond-King, M. Hunt, I. Martinez, S. Thames.

- Nurse 1 layout was selected as the most promising. Eliminate 2<sup>nd</sup> storage room and add sinks.
- The need for storage for files and new incoming kids, will need (4) – 4 drawer cabinets.
- Discussed the need and location of sinks, one in exam room and one just outside exam room.