

February 19, 2013

DATE

**PROJECT** : Wayside Elementary School Modernization  
Schematic Design Kick-off Meeting  
**PROJECT NO.** : 530275.000

**CC** : Shawn Benjaminson  
Cindy Ponafala  
Phill Brummett  
FILE  
☐ ATTACHMENTS

<u>ATTENDEES</u>	<u>COMPANY/TITLE</u>	<u>PHONE</u>	<u>EMAIL</u>
Yong-Mi Kim	WES Principal	301-279-8484	Yong_M_Kim@mcpsmd.org
Courtney Jones	WES Asst. Principal	301-279-8484	Courtney_m_jones@mcpsmd.org
Jim Tokar	MCPS DOC – Project Manager	240-314-1008	<a href="mailto:James_R_Tokar@mcpsmd.org">James_R_Tokar@mcpsmd.org</a>
Julie Morris	MCPS DOC - Planning	240-314-4713	<a href="mailto:Julie_a_morris@mcpsmd.org">Julie_a_morris@mcpsmd.org</a>
Dena Schoenfeld	WES - PTA	240-277-6507	denaschoenfeld@gmail.com
Aaron King	WES – Staff Dev. Teacher	301-279-8484	Aaron_m_king@mcpsmd.org
Katherine Grosso	WES – Media Specialist	301-279-8484	Katherine_T_Grosso@mcpsmd.org
Bill Brown	Moseley Architects	703-249-7640	<a href="mailto:bbrown@moseleyarchitects.com">bbrown@moseleyarchitects.com</a>
Olivia Brookman	Moseley Architects	703-249-7668	obrookman@moseleyarchitects.com

These meeting notes reflect the notes and memory of the writer and constitute the basis on which the project is proceeding. Any clarifications, corrections, or additions should be submitted to Moseley Architects in writing within seven days of receipt of this document.

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>ACTION BY</u>
1.	Mr. Tokar called the meeting to order at 10:30 am. He described the agenda and attendees introduced themselves.	-- --
2.	Ms. Morris briefly reviewed the latest MCPS developed educational specification for Wayside ES. The updates since the feasibility study include: Additional support staff offices and a new computer lab adjacent to the Media Center. Observation rooms for PEP classrooms should be in provided in addition to the classroom SF. Equipment parking shall be provided near classrooms for wheelchairs etc...Updated Ed specs shall be sent out later.	-- --
3.	Ms. Kim asked about finishes for the new building. She mentioned that the polished concrete floor in the addition is cracking and would like to have a different finish in the new building. Mr. Tokar stated that it will not be used in the new building and will also be covered in the existing building as part of this project. She also asked that a fenced in playground be provided for the special Ed students. Ms. Morris stated that guidelines for that will be in the updated Ed spec to be sent out later. Mr. Tokar & Ms. Morris added that all Kindergarten classrooms will have restrooms and all Kindergarten and PEP classes will have cubbies. The rest of the school will have lockers as is the case in the existing to remain portion of the building.	-- --
4.	The community meetings will be chaired by Yong-Mi Kim, the principal, with Jim Tokar being the MCPS DOC contact. Participants will be those that attend from MCPS DOC staff, school staff, parents, neighbors and community members. An invitation will be sent out by MCPS DOC in	-- --

**ITEM    DESCRIPTION****ACTION  
BY**

English to invite community members to the meetings. The meetings alternate between evening and afternoon to afford school staff and community members opportunity to attend. The proposed dates for the meetings are as follows;

- Meeting #1 – Wednesday, March 13, 2013, 3:45pm
- Meeting #2 - Thursday, April 4, 2013, 7:00 pm
- Meeting #3 - Wednesday, April 17, 2013, 3:45 pm
- Meeting #4 - Wednesday, May 1, 2013, 7:00 pm
- Meeting #5 – (Presentation to the PTA) Tuesday, May 7, 2013, 7:00 pm

5. Mr. Tokar mentioned that this project will be LEED Silver at the very least and will have a lot of high performance features. -- --



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Olivia Brookman, LEED AP BD + C