

MINUTES OF NEW SCHOOL REVIEW TEAM MTG. I

Project No	1620	Date	December 14, 2016
Project	Davisville PS & Spectrum AS	File	1620/3.01.1
Pages	4	Location	Davisville PS/Spectrum AS, 43 Millwood Rd.

The following summarizes all subjects discussed and decisions reached at the above-noted meeting. Please advise Architect of any errors or omissions.

Attendance

A		D		
X	X	David Percival	TDSB, Sr. Manager - Design	david.percival@tdsb.on.ca
X	X	Jeff Latto	TDSB, Sr. Manager MCP & BP	jeff.latto@tdsb.on.ca
	X	Val Foster	TDSB	val.foster@tdsb.on.ca
	X	Salvatore Beltrano	TDSB, Manager – Capital Projects	salvatore.beltrano@tdsb.on.ca
	X	Ludek Vavak	TDSB, Design/Services Administrator	ludek.vavak@tdsb.on.ca
X	X	Tom Schloessin	TDSB, Arch. Design Coordinator	tom.schloessin@tdsb.on.ca (TDSB main contact)
X	X	Ian Allison	TDSB, Superintendent	ian.allison@tdsb.on.ca
X	X	Shelley Laskin	TDSB, Trustee	shelley.Laskin@tdsb.on.ca
X	X	Shona Farrelly	TDSB, Davisville PS (Principal)	shona.Farrelly@tdsb.on.ca
X	X	Cecile Robertson	TDSB, Davisville PS (Vice-Principal)	cecile.robertson@tdsb.on.ca
X	X	Barry Thompson	TDSB, Plant Operations	barry.thompson@tdsb.on.ca
X	X	Dave Gaston	TDSB, Plant Operations	david.gaston@tdsb.on.ca
X	X	Pat McCarthy	TDSB, Davisville PS (Head Caretaker)	patrickthom.mccarthy@tdsb.on.ca
	X	Nino Dodaro	Toronto Children's Services	ndodaro@toronto.ca
X	X	Elsa Chow	Toronto Children's Services	echow@toronto.ca
X	X	Gillian Harnick	Davisville PS Staff	gillian.harnick@tdsb.on.ca
X	X	Heather Galimberti	Davisville PS Staff	heather.galimberti@tdsb.on.ca
X	X	Dawn Canning	Davisville PS Parent	dawn@dawncanning.com
X	X	Dan Antonios	Davisville PS Parent	dantonios@yahoo.com
X	X	Carly Ziniuk	Spectrum Parent	carlyziniuk@gmail.com
X	X	Lynne LeBlanc	Davisville Care Program	lynne.leblanc@rogers.com
X	X	Rosemary Corbett	SERRA	corbetr@rogers.com
X	X	John Hiddema	Midtown Hub	john.hiddema@midtownhub.ca
X	X	Doug Snyder	Snyder Architects (SA)	dsnyder@snyderarchitects.ca
X	X	Avinash Garde	Snyder Architects (SA)	agarde@snyderarchitects.ca
X	X	Rochelle Moncarz	Snyder Architects (SA)	rmoncarz@snyderarchitects.ca (SA main contact)

Agenda:

	Item	Action by
1.1	Welcome and Introductions	
1.1.1	Project Goals: <ul style="list-style-type: none"> - School design to be based on principles set out in 2012 Davisville PS design process. - Project to meet Ministry of Education (EDU) budget and area benchmarks, as well as schedule. 	Info

	<ul style="list-style-type: none"> - Design to be in keeping with the TDSB's Elementary School Design Guideline. - Design to address to known site constraints and regulatory requirements. 	
1.1.2	<p>NSRT Goals:</p> <ul style="list-style-type: none"> - To review and provide feedback on the preferred design option. - Note: All material from this meeting will be posted to the TDSB website, including a running list of Q&As. 	TDSB
1.2	Status of Project	
1.2.1	<p>To date, the following have been completed:</p> <ul style="list-style-type: none"> - August 2016: start of project and technical analysis, Core Design Team meetings including the Trustee, Superintendent and Principal to gather inputs, membership of NSRT confirmed. - September 20, 2016 - Community Meeting No.1: Open to school and community at large, presentation by Consultants with feedback from the Community. - November – December 2016: De-briefing and review of community input with Core Design Team and development of preferred design option, taking all inputs into account. 	Info
1.2.2	<p>Approvals and City Planning Discussions:</p> <ul style="list-style-type: none"> - Preliminary Plan Review (PPR) completed. - TDSB and Consultant presence at City's Midtown in Focus Public Realm Study workshop. Collaboration with City Staff and Councillor Matlow is ongoing. - Key next step is concept approval in order to submit for Site Plan Approval in Spring 2017, as this is a critical path item. 	TDSB/Consultants
1.3	Building Design	
1.3.1	<p>Site Constraints:</p> <ul style="list-style-type: none"> - Rationale for building location - Site circulation - Future community centre location - Setback/public realm - Existing school/future open space 	Info
1.3.2	<p>Design Approaches Considered:</p> <ul style="list-style-type: none"> - Evolution from L-shaped plan to a more compact rectangular plan due to site constraints, including setback from Davisville and existing building location. - Provides better options for first floor programming, including: <ul style="list-style-type: none"> o Street facing triple gym – public use o Office located for maximum supervision of main school entrances o Childcare adjacent to vehicular drop off (dedicated entrance) with direct access to secure play o Connection to future aquatics centre via covered atrium 	Info
1.3.3	<p>Preferred Design Option:</p> <ul style="list-style-type: none"> - Site Plan and site organization - Underground Parking Plan and access to both buildings - Floor Plans and building organization : <ul style="list-style-type: none"> o 1 main corridor on each floor, facilitating passive supervision throughout the school. o 6 clustered ground floor FDK rooms o Dedicated 2-storey Childcare (toddler, infant, pre-school) with separate rooftop play on the second floor. o Short corridors with 3 stairs to: <ul style="list-style-type: none"> ▪ Facilitate the movement of the large number of students. ▪ Provide potential for flexible learning spaces, now and in the 	Info

	<p>future, because corridor walls do not need to be fire separations, as per the Ontario Building Code.</p> <ul style="list-style-type: none"> ▪ Nooks throughout corridors for informal learning, gathering, and additional crush space. ▪ Stairs open directly onto playground. <ul style="list-style-type: none"> ○ Centrally located Library/Learning Commons, overlooking the Atrium. ○ Central Atrium for informal gathering and possible community functions. ○ Classrooms grouped together with potential shared resource spaces. Flexibility in these areas may be further developed. ○ Ample natural light and views to the exterior throughout the building. <p>- Massing and overall site view</p>	
1.4	Project Timeline and Next Steps	
1.4.2	<p>NSRT generally supports the preferred design option. Parent and community reps will go back to their representative groups with the plans for feedback and comments. A second NSRT meeting can be scheduled if required. The document is posted here - http://www.tdsb.on.ca/portals/_default/ARC_helpful_info_docs/P20161215%201622-Davisville-NSRT%20Presentation-DRAFT%202-161213.pdf</p>	All
1.4.1	<p>Next Steps</p> <ul style="list-style-type: none"> - Consultants will update plans and refine design as per comments received at the meeting. - Follow-up public meeting will be held in early 2017, timing tbd. - Report to Board on program and sketch plan in March 2017 	All
1.5	Questions and Feedback	
1.5.1	<p>Additional comments/questions can be forwarded to Shona Farrelly at shona.farrelly@tdsb.on.ca, and will be responded to. Note that it is still too early in the design process for many of the questions received to date. These will be addressed once we are into the design development phase.</p>	Info
1.5.2	<i>Will the school yard be fenced?</i> Yes.	Info
1.5.3	<i>Will there be lunch tables?</i> Yes. Storage areas for tables will be included adjacent to the gym.	TDSB/Consultants
1.5.4	<i>How big is the Kitchen?</i> The Kitchen will be designed to meet the needs of the school's program, and requirements of Toronto Public Health, as per the letter received December 14, 2016.	TDSB/Consultants
1.5.5	<i>How big is the Staff Room?</i> The staff room size will be as per the EDU approved program.	Info
1.5.6	<i>Will the Staff/Admin office for Davisville Care be allocated a space?</i> Yes. We understand there is funding for this from Davisville Care. This will be reflected as we refine the plan further.	TDSB/Consultants
1.5.7	<i>How big is the elevator?</i> Note it will need to be large enough to move the risers from the Music Room to the Gym. Noted. Tbd.	TDSB/Consultants
1.5.8	<i>Will the classrooms be flexible, and will there be spaces for collaboration that can be easily supervised?</i> In particular for Spectrum. Resource rooms and hallway nooks indicated call be used for collaborative work, and easily supervised from the Classrooms. Flexibility will be further discussed in detailed design, to ensure the classroom design meets the needs of the schools – both Davisville and Spectrum.	TDSB/Consultants
1.5.9	<i>Where will the coat racks be located?</i> Teacher, Custodial and Principal preference is to locate coat racks inside the Classrooms. Based on school preference, they can be located inside the classrooms.	TDSB/Consultants
1.5.10	<i>Will the school be built for future expansion, such as a future 4th floor?</i> The new	Info

	<p>school capacity of 731 pupil places has resulted from community consultations and extensive planning studies looking out 10 years based on current zoning & building density. This is the maximum size of school that would be desirable for this very tight site. In the event that the new school became overcrowded, strategies to deal with growth would be considered through the Long-Term Program and Accommodation Strategy in conjunction with all the elementary schools in the Yonge-Eglinton area.</p>	
1.5.11	<p><i>Will there be a green roof and/or roof garden?</i> Tbd. Funding for green roofs is not included in the provincial grant. The TDSB is concerned about the maintenance costs of a green roof that it does not have the funds to support. The Toronto Green Standards and Ontario Building Code have very strict requirements for sustainability and energy efficiency that this project will need to comply with.</p>	TDSB/Consultants
1.5.12	<p><i>How will the site work during construction?</i> This is a separate conversation with many logistics to be worked out going forward. There will be a separate meeting with parents on this item as the Principal works with central staff to develop a plan.</p> <p>Due to the existing site constraints and large program area, in particular on the ground floor, the area needed for hoarding (to keep the rest of the site safe and secure) compromises the area of the site where students normally would enter the building and play. There will only be on-site play for the KGs during construction (on the Millwood Rd side of the building) Although there will be access to the building for all students/staff from the Davisville side, there is limited area. Play will need to be coordinated off site.</p> <p>TDSB staff has also been looking at the viability of the existing building for 4 more years, and any potential relocation for the whole school if needed due to a compromised building or compromised program. Note that relocation would reduce construction time by 1 year.</p>	TDSB
1.5.13	<p><i>Will there be a lunchroom?</i> It is not feasible to Include a dedicated lunchroom in the building program. The Ministry of Education (EDU) funds school construction according to an Area Benchmark (106.8 sq ft/ pupil) and a Cost per SF Benchmark. Boards may not exceed either metric for school projects. TDSB has established that construction costs in the City of Toronto are higher than those in the 905 municipalities, and while the Ministry has not disputed these findings, they have made clear that they will nevertheless expect TDSB to meet the Cost Benchmark, even if it means building fewer square feet than the Area Benchmark would permit. As a result, for elementary schools, TDSB underbuilds by at least 7%, relative to the Area Benchmark.</p> <p>To provide maximum flexibility, TDSB's practice has been to build two contiguous gyms, with an operable divider curtain between them. Typically, one of these will be used for lunch and the other for physical activities during the lunch period, or some similar combination of uses. In the case of Davisville/Spectrum, the City has approved the provision of funding to build a third gym as part of the school and this will allow the school greater flexibility in programming the spaces.</p> <p>It should be noted that the attached EDU Sample Elementary School Space Template does not include a lunchroom.</p>	Info

1.6	Other	
1.6.1	SERRA has offered to be the community voice during construction, similar to their role on the Art Shoppe condo project. The Board appreciates this offer and will confirm.	TDSB

Minutes of Meeting prepared by Snyder Architects Inc.

If there are any discrepancies in the minutes of the meeting as recorded please advise this office in writing within 5 days of receipt of these minutes so that corrections may be made, otherwise the minutes will stand approved as recorded.

Next Meetings: tbd

**ELEMENTARY SCHOOL SPACE TEMPLATE
SAMPLE SCHOOL**

School Board: Sample District School Board
Grade Range: JK to 8
Program: English, French or Dual Track
School Name: Sample School

School Board: Toronto District School Board
Grade Range: JK-6 Regular Track, SK-6 FI Track, 7-8 Alternative
Program: JK-6 Regular Track, SK-6 FI Track, 7-8 Alternative
School Name: Davisville Jr. PS/Spectrum Alt. Sr. PS Replacement School

Table 17: Elementary Model Program Sheet		Expected Enrollment:		728
		Total Number of required classrooms		31

Instructional Space	#	Size		Floor Area		Load	OTG
		m ²	ft ²	m ²	ft ²		
Kindergarten	6	111	1,200	669	7,200	26	156
Classroom	23	70	750	1,603	17,250	23	529
Art Room	1	98	1,050	98	1,050	23	23
Science Room	1	98	1,050	98	1,050	23	23
Music Vocal	-	-	-	-	-	23	-
Computer Laboratory	-	-	-	-	-	23	-
Technical/Vocational	-	-	-	-	-	23	-
Special Education Area	-	-	-	-	-	9	-
Musical Instrumental	-	-	-	-	-	-	-
Resource Area - Loaded (400-699 sf)	-	-	-	-	-	12	-
Resource Area - Unloaded (<400 sf)	1	676	7,280	676	7,280	-	-
Gymnasium Area and Stage	2	37	400	74	800	-	-
Change Rooms	1	338	3,640	338	3,640	-	-
Library	-	-	-	-	-	-	-
General Purpose	-	-	-	-	-	-	-
Instructional Area Flexibility	-	-	-	507	5,460	-	-
Total GFA and OTG of Instructional Area				4,063	43,730		731

Instructional Space	#	Size		Floor Area		Load	OTG
		m ²	ft ²	m ²	ft ²		
Kindergarten	6	111	1,200	669	7,200	26	156
Classroom	24	70	750	1,672	18,000	23	552
Art Room	1	84	900	84	900	23	23
Science Room	-	-	-	-	-	23	-
Music Vocal	-	-	-	-	-	23	-
Computer Laboratory	-	-	-	-	-	23	-
Technical/Vocational	-	-	-	-	-	23	-
Special Education Area	-	-	-	-	-	9	-
Musical Instrumental	1	114	1,225	114	1,225	-	-
Resource Area - Loaded (400-699 sf)	-	-	-	-	-	12	-
Resource Area - Unloaded (<400 sf)	4	37	399	148	1,596	-	-
Gymnasium Area and Stage	1	511	5,500	511	5,500	-	-
Change Rooms	2	37	400	74	800	-	-
Library	1	338	3,640	338	3,640	-	-
General Purpose	-	-	-	-	-	-	-
Total GFA and OTG of Instructional Area				3,610	38,861		731

Operational Space	Per Pupil		Floor Area	
	m ²	ft ²	m ²	ft ²
General Office	0.29	3.1	149	1,600
Staff Room and Teacher Work Rooms	0.20	2.2	149	1,602
Kitchen	-	-	20	210
Custodial Areas	0.16	1.7	115	1,238
Meeting Room	-	-	21	230
Academic Storage	0.09	1.0	68	728
Washrooms	0.30	3.2	216	2,330
Gymnasium Storage	-	-	31	330
Chair Storage (in Gymnasium)	-	-	12	130
Mechanical Spaces	0.54	5.77	390	4,201
Total Operational Area			1,170	12,597
Total Instructional (from above)			4,063	43,730
Total Operational and Instructional			5,233	56,327
Gross Up Added		38%	1,989	21,404
Gross Floor Area			7,221	77,732
Area per Pupil for 728 pupils:			9.92	106.8

Operational Space	Per Pupil		Floor Area	
	m ²	ft ²	m ²	ft ²
General Office	-	-	139	1,500
Staff Room and Teacher Work Rooms	-	-	158	1,702
Kitchen	-	-	46	500
Custodial Areas	-	-	-	-
Meeting Room	-	-	121	1,300
Academic Storage	-	-	68	728
Washrooms	-	-	216	2,330
Gymnasium Storage	-	-	31	330
Chair Storage (in Gymnasium)	-	-	35	380
Mechanical Spaces	-	-	517	5,563
Total Operational Area			1,332	14,333
Total Instructional (from above)			3,610	38,861
Total Operational and Instructional			4,942	53,194
Gross Up Added		36.4%	1,799	19,363
Gross Floor Area			6,741	72,557
Area per Pupil			9.22	99.26

114%
89%
94%

93%
93%

Community Use Rooms	m ²	ft ²
Child Care	-	-
Early Years Hub	-	-
Community Use	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Total Community Use Rooms Area	-	-
Total Square Feet	7,221	77,732

Community Use Rooms	m ²	ft ²
Child Care	-	-
Early Years Hub	-	-
Community Use	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Total Community Use Rooms Area	-	-
Total Square Feet	6,741	72,557