

## MEETING NOTES

TO: The File

FROM: Sara Wilder  
Project Manager

DATE: 02/27/2017

SUBJECT: Meeting Notes  
Held 02/15/2017  
Federal Way Public Schools 2018 Facilities Planning Committee  
Integrus Project No. 21639.01

117 S. Main St., Suite 100  
Seattle, WA 98104  
206.628.3137 | office  
206.628.3138 | fax

The following is a record of the author's understanding of comments made.

### 2018 Facilities Planning Committee Meeting 5

- I. Introductions, Strategic Plan, Committee Purpose
  - A. Introductions and the Strategic Plan were briefly reviewed.
  - B. The 2018 Facilities Planning Committee purpose:
    1. To establish a shared understanding of our current reality related to FWPS facilities
    2. To establish a shared vision of future opportunities and possibilities related to FWPS facilities
    3. **To make a recommendation to the community and the Superintendent for Phase 2 school construction, remodeling and/or modernization for voter consideration in 2018.**
- II. Capacity and Development Options
  - A. Sally reviewed some development issues the district has been faced with:
    1. Buildable land in the north end (where capacity relief is most greatly needed) is scarce. Six acres is typically considered the minimum for an elementary school site; many sites of that size have wetland issues which make them difficult to develop.
    2. The district has also been looking at storefront sites, but there are additional issues with play space, traffic, building code triggers, traffic, fire and water compliance. The district has asked the City of Federal Way for a generic review.
- III. Guiding Principles of District Facilities Planning
  - A. Rebecca reviewed the principles, which are helping to guide the work of the committee:

1. Advances Strategic Goals
  - a. Facilities plan aligns with and supports the vision, goals and metrics within the strategic plan.
  - b. Equity and access are at heart of all decisions
  - c. Spaces support a range of formats for students to demonstrate their knowledge, such as exhibitions, projects, portfolios
2. Learner Centered
  - a. Planning aligns with research on learning theory and how school design promotes learning
  - b. Provide spaces for interdisciplinary learning to occur
  - c. Learning environments promote and facilitate engagement
  - d. Parents and community can collaborate meaningfully as learning partners
3. Equity of Opportunity
  - a. Facilities plan ensures equitable opportunities for high quality programs across the district
  - b. Right-size buildings to promote community among scholars, parents, and educators
  - c. Continual upgrading and modernizing of facilities across the district
4. Personalized Environments
  - a. Provide spaces for students to work and socialize with peers, as well as develop personalized relationships with adults
  - b. Supports both small group and whole group instruction
  - c. Spaces support a wide range of academic subjects and learning opportunities
  - d. Support K-8 grade alignment in every feeder patten
5. Sustainability
  - a. Create schools that encourage a culture of conservation and environmentally responsible behaviors by combining learning with sustainability
  - b. Features make the building healthier, cleaner and less costly to operate
  - c. Ability to “show” resource utilization and conservation – allow students and teachers to affect their environment in an “eco-friendly” manner (existing resource use/recycling)
  - d. Incorporate priority features identified in Washington Sustainable Schools Protocol (WSSP)
6. Safety
  - a. Spaces within the building promote safety and security
  - b. Building is well lit and can be easily monitored
  - c. Building access aligns with district standard access control systems (CCTV Surveillance, Visitors Management, Keycard, Burglary and Fire Alarms)
  - d. A variety of meeting spaces allows each student to be known by adults.
  - e. Provide spaces for support services for students, including mental, physical, social & academic support
7. Community Connections

- a. Provide space for visible, active community involvement and mentorship
  - b. Community resources and spaces help support and supplement the school's educational programs
  - c. Spaces for parent participation support their role in helping students meet academic expectations
8. Aesthetics
- a. Comfortable and engaging spaces that entice student learning
  - b. Reflects the unique programming and needs of the community
  - c. A variety of interesting spatial types that allow for exploration
  - d. A stimulating environment that is also pleasing in a tactile way
  - e. Facilities and landscaping are easy to maintain
9. Right Size for Growing Communities
- a. Comfortable and engaging spaces that entice student learning
  - b. Reflects the unique programming and needs of the community
  - c. A variety of interesting spatial types that allow for exploration
  - d. A stimulating environment that is also pleasing in a tactile way
  - e. Facilities and landscaping are easy to maintain
- B. The guiding principles take into account ideal school sizes for FWPS, accommodating growth while maintaining an appropriate size for school communities. General guidelines are as follows:
- 1. K-5 Elementary Schools: up to 600 students
  - 2. Middle Schools: 650 to 850 students
  - 3. High Schools: up to 2,000 students
  - 4. Include pre-school spaces

#### IV. Group exercises

- A. Committee members reviewed handouts including maps, feeder pattern enrollment totals, current school enrollment, and the guiding principles of district facilities planning and commented:
- 1. Planning for the future needs to go beyond the existing deficit of 63 elementary classrooms
  - 2. How will the district staff all of the new classrooms (especially with the class size reductions)?
  - 3. What are classroom needs for middle school and high school? If McCleary comes through, and class sizes are reduced from 25 to 23, 46 classrooms would be needed.
  - 4. Why are some parts of other cities/municipalities included within Federal Way Public Schools? The district was formed before some of the cities that it encompasses were incorporated.
- B. Committee members each had 3 site plans with program pieces to explore adding capacity, or converting the facility from a K-5 to a K-8, as well as whether the site could accommodate pre-school classrooms. Group comments were as follows:
- 1. Twin Lakes has space, and could be designed as a K-8. Nautilus could have 20 additional classrooms, and 16 could be added to Woodmont.

- Twin Lakes has a separate preschool building already, and Woodmont could accommodate preschool classrooms.
2. Star Lake is linear, so a second story would be a way to add classrooms (20). It is next to Totem, so doesn't make sense as a K-8. Similarly, Lake Dolloff is next to Kilo, so should remain a K-5. Twelve new classrooms could be added to the SW end. Camelot has grant money for the garden and outdoor classrooms, so the group didn't want to disrupt it. Instead, they proposed a two-story addition utilizing the slope, adding 16 classrooms.
  3. Star Lake could add 14 classrooms and has space for preschool. Camelot has space for 16 classrooms, no preschool. Lake Dolloff has space for 20 classrooms and pre-school.
  4. Adelaide could add 16 classrooms. The group didn't look at preschool.
  5. Mirror Lake could add 4 classrooms, and has room for preschool. Woodmont could have an expanded entry and 22 new classrooms.
  6. Mirror Lake could be a K-8, with 15 new classrooms, and has room for preschool. Wildwood didn't appear feasible to add onto at all. Lake grove can add. K-8's do not make sense next to middle schools.
  7. Brigadoon could add 12 classrooms, or 20 for a K-8. The pre-k program could remain. Olympic View is a small property; a K-5 could add 16 classrooms, or going up could add 24 classrooms as a K-8.
  8. Olympic View is small, but could add 12 classrooms. There are issues with getting on and off the property. Brigadoon and Twin Lakes should be knocked down. The bus entry at Twin Lakes is also difficult.



## V. Next Steps

- A. The next committee meeting is March 21st, 2017 at Federal Way ESC.

K:\2016\21639.01 Federal Way SD Pre-Bond Plan and Ed Spec\Doc\4-1 Meeting Minutes (Design Phases)\2016.01.31 FCP meeting notes

Attachments: None

Routing: FWPS, IA