



**CONSOLIDATED
SCHOOL DISTRICT
— OF —
NEW BRITAIN**

**NEW BRITAIN BOARD OF EDUCATION
SPECIAL BOARD MEETING**

JUNE 17, 2019 – 5:00 PM | NEW BRITAIN EDUCATIONAL ADMINISTRATION CENTER



NOTICE OF MEETING

TO: New Britain Board of Education Members
Mayor Erin Stewart
Mr. Mark H. Bernacki, Town and City Clerk
New Britain Common Council Members

DATE: June 14, 2019

RE: Special Meeting of the New Britain Board of Education
New Britain Board of Education Subcommittee Meetings

The following special meeting will be held:

- **A special meeting of the New Britain Board of Education** will be held on Monday, June 17, 2019 at 5:00 PM at the New Britain Educational Administration Center, located at 272 Main Street in New Britain, Connecticut.

The following subcommittee meetings will be held:

- **The New Britain Board of Education Policy Subcommittee** will hold a regular meeting on Monday, June 17 at 5:30 PM at the New Britain Educational Administration Center, located at 272 Main Street in New Britain, CT.
- **The New Britain Board of Education Curriculum Subcommittee** will hold a regular meeting on Monday, June 17 at 7:00 PM at the New Britain Educational Administration Center, located at 272 Main Street in New Britain, CT.





CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education | Special School Board Meeting

June 17, 2019 – 5:00 PM | New Britain Educational Administration Center

1. Call to Order and Opening

- A. Meeting Called to Order
- B. Pledge of Allegiance
- C. Roll Call of Members
- D. Meditation
- E. Public Participation

2. New Business

- A. Approve SCG-049 and Educational Specifications for Renovation, Addition and Site Work at Chamberlain Elementary School
Submitted by Mr. Raymond Moore | Page 5
- B. Approve Summer Authorization for Personnel Actions
Submitted by Dr. Shuana Tucker | Page 29

3. Closing and Adjournment

- A. Adjournment

New Britain Board of Education

Nicole Rodriguez - President | Nicholas Mercier – Vice President | Gayle Sanders-Connolly - Secretary
Catherine Cheney | Merrill Gay | Yvonne Muniz | Annie S. Parker | Nancy Rodriguez | James Sanders Jr. | Violet Jiménez Sims



**CONSOLIDATED
SCHOOL DISTRICT
— OF —
NEW BRITAIN**

NEW BUSINESS

EDUCATIONAL
SPECIFICATIONS

For

CHAMBERLAIN ELEMENTARY SCHOOL
**Renovate as New of Existing Building,
Additions, and Site Improvements**

Consolidated School District of New Britain
New Britain, Connecticut

Nancy Sarra
Superintendent

Michael Foran
Assistant Superintendent

Jane Perez
Principal
Chamberlain Elementary

Raymond L. Moore
Chief Facilities &
Special Projects Officer

Gayle West
Facilities Specialist

Presented for Approval to the City of New Britain Common Council
June 12, 2019

Presented for Approval to the New Britain Board of Education

June 12, 2019

1. PROJECT RATIONALE

Chamberlain Elementary School provides a comprehensive range of programs and services for its K to 5th grade students. Our goal is to keep the families of our high achieving students who may consider transferring their grade school aged children to magnet schools outside of New Britain at Chamberlain. The intent of this project is to address deficiencies in building space, program needs, site safety issues, community needs and code compliance considering both present and future needs. School facilities are not simply buildings required to provide classroom and general spaces for a certain number of occupants. The school's construction is an integral part of the educational process and can affect its success. Programs offered are in a constant state of change, often reducing the building capacity to address the educational needs effectively. Instructional, programmatic, and office spaces will be added to this facility to address current and future projected needs. Building spaces will be modernized with technology equipment in areas such as the media center and all instructional spaces including mobile computer carts, wireless access points and computer lab. Contemporary classrooms will be built with interactive whiteboards. In addition, some of the facilities will be modified to address community needs. A new addition shall house a school based health center and family resource center for day and evening instruction. The Chamberlain Campus also includes a 40-year old temporary portable building which houses four classrooms which shall be demolished and incorporated into the main building.

As of this writing, the District is looking at two options for swing space during this project. One option is dividing the gym and media center into classroom space and using art, music and the family resource room rooms as swing space within the building. We continue to look for other spaces within the building although the New Britain administration recognizes the fact that phasing construction while using swing space within the building is extremely disruptive to teaching and learning. Option 2 is using a combination of swing space within the building and additional portable classrooms. No other rental space offsite is available to us as of June 2019. We would rent/lease a portable building (size to be determined) for swing space for the duration of the project and remove the portable building at the end of the project.

The site will be modified by adding additional parking spaces in order to address parent and bus traffic pattern safety issues.

The original 67,213 square foot building (excluding unexcavated and crawl space areas) is a three story masonry facility including a walk-out lower level basement built in 1952. In 1993, a 24,217 square foot addition was completed. The 24,217 square foot addition in 1993 included a three story addition: lower level 9,562 square foot student and teacher lunch rooms; 1st floor 6,782 square foot classroom space; and 2nd floor 4,487 square foot classroom space. Also included in the 1993 additions were 964 square foot office and PPT conference room and a 2,422 square foot media center. The 1993 project included

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Renovate as New, Addition & Site Improvements Project

reroofing the entire building, replacing windows and doors throughout the entire building.

The Chamberlain site is an 8 acres site which slopes down from west to east. There are three areas of parking, two parking lots at the main entrance and one parking lot in the back of the school (east). There is a flat combination paved and grass recreation area on the north and east side of the building. There is a playground located north of the portable building and a second playground area east of the rear parking lot. There is a basketball court south of the rear parking lot. Both playgrounds and basketball courts shall be removed and replaced within the scope of this project. A 46,950 square foot reroof project was completed in 1993.

The school has a footprint of approximately 47,000 square feet. The building has 22 regular education, 3 special education self-contained classrooms, 3 special education inclusion classrooms and 1 ELD classroom with a building capacity of approximately 624 students. The current enrollment is approximately 600 students.

The programs and services required of a contemporary elementary school program have surpassed the functional space utilization of the current building. The school is in need of major improvements. Improvements shall include, but not be limited to, space reconfigurations for program and enrollment needs, code compliance, mechanical systems shall be replaced and upgraded, instructional spaces shall be upgraded to meet 21st century teaching and learning needs, building automation and classroom technology shall also be upgraded. Chamberlain shall be 100% air conditioned.

The original building was built in the early 1950s. The majority of the construction materials used in the original building can still be found in each classroom. The original ceilings, sheet vinyl flooring, casework, counters, sinks and blackboards are all original. The rooms are heated Nesbitt classroom unit ventilators that are also 1952 vintage. The units are approximately 70 years old. All the units are extremely inefficient and almost impossible to get replacement parts for repair.

The building is constructed of both non-combustible and some combustible materials; however, structural elements appear to be non-combustible. Exterior and interior masonry walls appear to carry structural loads. Interior plastered walls cover both metal and some wood lathes and brick or gypsum blocks. Floors are of cast-in-place concrete slab on grade. The building is solidly constructed and is in good structural condition. The building's mechanical systems include electrical, plumbing, heating and air conditioning systems. Classroom unit ventilators are used for heating and outside air ventilation and very limited cooling. The classroom unit ventilators are extremely inefficient and expensive to operate and maintain.

This project will renovate Chamberlain Elementary School to the status of "as new". This project shall make improvements to the site traffic pattern for buses, passenger cars and additional parking spaces shall be added. An addition will be added to the existing building to add new space for a school based health center and family resource center. Additional square footage will be added to adjacent classrooms in the proximity of the

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new addition to reconfigure exiting space. The front entrance will include a new design to improve school security. New office spaces will be included in the new front entrance area. The cafeteria will be extended to accommodate more students per lunch wave. The media center will be expanded to accommodate more students in addition to a computer lab. Two science labs will be added. Existing spaces shall be reconfigured for health services spaces. A School Based Health Clinic and Family Resource Center shall be built within the scope of this project. Intervention instructional spaces for special needs students will be addressed within this project. Office administrative space for support staff will be added.

The Renovate as New project will make improvements to all spaces within the existing building not limited to classrooms, media center, auditorium, cafeteria, administrative office, health services suite, art, music, gym, teacher work rooms and restrooms.

- Building security and technology will be added for building entry and remote video surveillance. All exterior doors shall have card access points.
- Technology infrastructure will be updated enabling wireless connectivity from all areas of the building as well as interactive overhead projectors and/or interactive board technologies throughout the school.
- The building shall have air conditioning in all areas to enable year round use.
- The number and location of lavatories should be improved to accommodate the population within the physical constraints of the existing building.
- Rooftop solar panels shall be considered to the extent possible and practical on all rooftop surfaces.
- An electrical disconnect outlet will be considered in the electrical room for a portable generator to power the entire school.
- Building storage space shall be added where ever feasible and practical.
- LEED construction should be considered to the extent possible and practical including a sophisticated building management system to control the HVAC equipment.

The following areas will also be renovated to accommodate program services and operations of the school:

- All classrooms shall be renovated.
- New administrative main office space shall be built to address school security traffic patterns, space for two school administrative assistants, two administrators, two conference rooms, Pupil Services Suite (social worker, school psychologist, speech/language, Behavioral Support office, SEL group space, PPT scheduling office) in close proximity to the main office. The main office should also have sufficient space for staff mailboxes and a sizable closet for supplies.
- The health service suite will be redesigned and constructed in order to provide adequate and necessary services to the school population. Within the room, we will need the following spaces:

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Office type area for nurse's desk & chair; file cabinets for records, inhalers, and epi-pen storage; and including some space in the front of side of the desk area for the student/adult to sit or stand and speak with the nurse.

Waiting area - a place for chairs where students can sit while waiting to be seen. Typically we are talking about 4-6 chairs or 2-3 multi-seat benches.

First Aid area with washable countertops and storage areas. This area must have a sink with hot and cold running water and a place for a refrigerator.

Treatment Room (examination room) - a separate room, accessible, with a door. Room needs to fit an exam table, have a sink with hot and cold running water, storage, and washable countertops. The exam table is 72" long and anywhere from 28 - 36" wide. This is also where the medication cabinet is usually mounted.

Rest area - a place for a minimum of 3 cots (recommendation is for 1 cot for every 200 students). This area needs to be separate (not inches away) from the waiting area and from the nurse's office area. And cots need to have sufficient space between them to accommodate trash cans/emesis buckets (think sick or contagious children who are resting or waiting to be picked up). This area should be visible from the nurse's desk.

Restroom - completely accessible with a doorway that allows for the passage of and room for a mechanical lift or wheelchair. Lift and or wheelchairs need to be able to maneuver in the space around the toilet. Access to the restroom needs to be direct (not tucked in an alcove or in an area where students need to walk through the cot area to get there).

- The creation of a districtwide highly structured self-contained special education program to house a minimum of three classrooms, a separate area for three time-out rooms, office space, conference room and a focus room. This is essential to the upgrade of the building.
- A school based health center (SBHC) shall be integrated into this project. The SBHC shall service the needs of the school's students as well as the surrounding community.
- A Family Resource Center shall be included in order to offer community services to parents.
- School support office space will be redesigned and constructed to more effectively meet the needs of student support staff.
- The main office area (as addressed above), cafeteria, media center, gymnasium, auditorium, music, art, and all classrooms will be designed to better serve Chamberlain's population.
- The current cafeteria size is adequate, but it is located below a high water table and frequently floods. This is an issue which must be addressed. The new cafeteria space will be designed to also serve as a dismissal point to separate walkers from busses with multiple exits. There should also be a paved walkway to Sunrise Avenue. Technology enhancements in the cafeteria will include: television monitors for announcements of school events and a public address system. The student serving line(s) will be designed to ensure efficient and safe food delivery and student traffic flow. A staff lunch room should also be in

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- close proximity to the cafeteria outfitted with a sink, refrigerator, microwave, tables, chairs.
- The fully dedicated media center will include: books, shelving, circulation desk, technology (interactive whiteboard, projector, computers, and document camera) and sufficient furniture that allows for flexible usage.
 - The gymnasium will include safety padding along all walls, windows to allow for natural light, two adjustable height basketball backboards, four stationary basketball backboards, boys and girls restrooms located within the gymnasium, large storage area for equipment, office space for two teachers, technology (built-in sound system), acoustical panels and an electronic dividing wall to allow for two separate gym spaces when needed.
 - The auditorium shall be demolished and rebuilt. New stage and house lighting will be installed. Recently purchased stage curtains will remain (if possible). New auditorium seats will be installed. A new sound system will be installed, with a mobile podium. Storage will be included for risers, props, stage materials.
 - The design will include two dedicated music rooms; one for music instruction and another for band/chorus. Locked storage for musical instruments required. Band/chorus room must include a sink. Band room will require acoustical panels.
 - One itinerant academic arts room will be required for music and art instruction. A sink and storage will be required.
 - The art room will require a sink, sufficient shelving and storage, kiln, and interactive whiteboard technology. The kiln area should be closeted off within the art room for safety purposes.
 - K-5 classrooms will be upgraded to include adequate storage and shelving, closets, technology (interactive whiteboard, projector, document cameras, teacher computers, and four student computers), sinks, intercom system, and telephones that have access to outside lines.
 - Design necessary instructional classroom spaces that are adequate for our large special needs population (one of the largest populations within the district) including two flexible resource rooms with attached student bathrooms (one on each floor), classroom space for four special education teachers (2 on each floor) and four small group rooms for instructional tutors.
 - New building fire alarm, telephone and intercom systems will be installed.
 - The entire building will have a new fire sprinkler system installed.
 - Lavatories will be renovated and redesigned in compliance with current building code for accessibility.
 - Storage space will be expanded.
 - Enlarged storage rooms will be required for math, science/social studies language arts, and guided reading.

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The following site improvements are planned:

- Improvements shall be incorporated into this project to separate vehicular traffic for bus queue, pick-up and drop-off, parent student pick-up and drop-off and parking. Improvements shall be addressed for overall traffic circulation.
- There shall be two playscapes – one for Kindergarten students and one for Grades 1-5 that are ADA compliant. An ADA basketball court shall be included in the scope of this project
- The current cafeteria has a high water table issue which causes the cafeteria to flood occasionally which will need to be addressed.

It is expected that the improvements to Chamberlain Elementary School will provide adequate and appropriate classroom space to accommodate the expected enrollment and programs of the school, well into the future. The planned improvements will meet the current building code requirements related to program, health, safety and access.

Chamberlain Elementary School's K-5 programs inspire many New Britain families to stay in New Britain Schools. This is due to its superior reputation for offering a challenging curriculum, caring staff, safe environment, highly qualified and dedicated teachers, and a multicultural education that is channeled through the arts. Students learn and work together in many subjects, develop appreciation for the world's cultures, and promote a Love Wins attitude of caring, compassion and empathy.

Chamberlain Elementary School is a neighborhood school that provides a high quality, rigorous education to a diverse population that is characterized by high levels of poverty as well as ethnic diversity. Current enrollment is 515 students. 13.63% are English Learners and 18.03% are Special Education inclusion students. The ethnic make-up of our school community is 69.18% Hispanic/Latino, 11.74% White, 17.19% Black, .21% Hawaiian-Pacific Islander, and 1.47% Asian. One hundred percent of our students receive free lunch through the federal Community Eligibility Program. In addition, 100% of the students enrolled in the districtwide program are special education students. Of those students, 6.45% are English Learners. The ethnic make-up of the program is 70.97% Hispanic, 22.58% Black, and 6.45% White. Our commitment to provide quality instruction to our diverse is reflected in the plans for renovation.

Fully aware that education is the key for our students to achieve future success, our Chamberlain vision is to offer an innovative education where students are empowered to become lifelong learners who are equipped with the needed skills and aptitude to maximize their unique learning potentials and make meaningful contributions to the global society. Our mission is to provide a quality educational program for all of our students as we prepare them to meet the challenges of the 21st century. It is our promise to educate all students to high levels of academic performance, while fostering positive growth in social emotional behaviors and attitudes. Our school brand is Chamberlain C.A.R.E.S. (Character + Achievement + Relationships + Expectations = Success). The Chamberlain Elementary School Promise states that all students at Chamberlain Elementary School will develop good character, achieve academically at high levels, build

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positive relationships, and set high expectations for themselves to attain success. Our tagline is “Building the future, one child at a time”.

We intend to continue to develop and expand Chamberlain Elementary School as a resource for children and families in this part of the city that is so very marked by high levels of poverty and all the issues that occur as a result. To that end, we plan to have a school-based health clinic on campus that will provide students, families and local residents access to medical and behavioral health care. We currently have a Community Health Center clinician on site, and the Love Wins Family Resource Center which partners with Klingberg Family Center to provide support and guidance to our students, their families, and provides professional development services to the faculty. As the first Love Wins school in New Britain, the administration and faculty take pride in reinforcing the Chamberlain CARES and Love Wins philosophy to pursue our vision and mission to prepare students for a profoundly different future.

We have a strong and expansive partnership with Central Connecticut State University. University classes have been held on campus. We offer internship opportunities to a multitude of education majors and welcome the CCSU students to support evening activities and workshops for our students and families. We have established a relationship with the United Way to provide literacy volunteers on a weekly basis to support our students. We also partner with Junior Achievement, Hartford Health Care and a variety of other community agencies to assist our parents and students.

Before-school and after-school programs are housed at Chamberlain Elementary School to meet a variety of educational and recreational needs. Expanding our before-school programming has resulted in improved attendance for chronically truant students. Improved technology, computer labs, cafeteria, and media center will allow us to expand these opportunities for our school community.

Community agencies and organizations that have utilized Chamberlain space to serve the community include New Britain Parks and Recreation, the YMCA, New Britain Little League, New Britain Hurricanes Junior Football, parent groups, scouting troops, and intermural sports teams. Our green space and playgrounds are used extensively by the community outside of school hours.

Expanding our professional learning community that is committed to creating a welcoming school environment that provides a rigorous and relevant high quality, research based, data driven education that meets the intellectual, physical, and social emotional development needs of every child is the highest priority. We believe that all children can learn at high levels and that it is our fundamental responsibility to ensure that this occurs. Our collective goal is to foster a culture of learning where every student has the opportunity to develop their unique skills and talents to maximize their full potential.

Moreover, we wish to develop an elementary school that will be competitive with area magnet schools. Our goal is to keep the families of our high achieving students who typically transfer their grade school aged children to magnet schools outside of New

Britain at Chamberlain. The feedback from these families clearly indicates that an expanded and updated facility and commitment to our core academic programs through grade 5 would surely lead to the achievement of our goal. Our K-5 school is a unique experience for New Britain's children. They deserve a facility that supports our world class education that prepares our students for the 21st century.

Any proposed addition(s) shall be determined as the architect develops our space needs.

The purpose of this project is to meet several different educationally related requirements as a K-5 Elementary School which includes accommodating for a districtwide special education program, currently located in an outdated portable building. The first is to provide sufficient classroom space within one building. The second is to provide space for modern educational facilities for our K-5 school aged students which include updated learning environments, computer labs, as well as technology upgrades in all new classrooms. Third is the construction of additional educational space appropriate for the demand of 21st century learning needs including science labs/Makerspace and expanded space for academic arts instruction. School Based Health Clinic space, located within the school building, shall be accessible to all students. A Family Resource Center shall also be available to all parents/guardians. Site improvements will also address bus and vehicular traffic pattern issues to ensure student and adult safety. Finally, our goal is to provide updated educational spaces, furniture, equipment and technology for basic elementary school programs as needed to keep facilitate high quality instruction.

Present Program Challenges and Proposed Solutions

- Provide additional classroom space to accommodate our current population and anticipated increased needs for classroom space.
- Provide space for two labs to allow for the expansion of our focus on STEAM and science instruction and experiences critical for preparing students to develop 21st Century skills.
- Develop a meditation/relaxation room in the school to be used as a therapeutic intervention. The room should offer an interactive environment by making use of a wide range of sensory products such as soft play equipment as well as sounds, lighting, aromas and other tactile objects.
- Provide intervention space that is adequate for our needs including two flexible resource rooms with attached student bathrooms, space for four special education teachers and four instructional tutors.
- Redesign and expand kitchenette and cafeteria dining area for students. This kitchen is to be used for warming and serving student meals, prepared at another location.
- Expand and redesign office space and spaces for the school based health clinic, and Family Resource Center.
- Expand parking and redesign traffic flow for parents dropping of and picking up students, and a separate location for busses to drop off and pick up.
- Improve heating, cooling and ventilation throughout the building.

- Use LED lighting and dimmer switches.

Addition:

The possibility for expansion at Chamberlain Elementary School appears to be on the west side due to the layout of the existing building. Additions to the west side will require reconfiguring the bus drop-off/pick-up areas and staff parking areas. The new bus loop will improve our ability to get all Kindergarten, Special Education and larger buses safely in and out of the school property without bottle necks as well as providing the ability for all buses to pull to curbs close to the school building for safe exit from and entry into the buses both in and out of the school building.

The new bus improvement areas will improve our ability to get all 5 large buses, 5 mini buses and 5 specialty vehicles into the areas around the school where they are needed and will improve student and staff safety while buses are at the school. The addition will be a three story structure constructed above grade. Due to the slope of the site, the ground level shall be accessible from the west side and used for building storage. There is sufficient space at this part of the site to accommodate the addition, parking, and drop-off although some relocation of parking spaces will be required.

2. LONG-RANGE PLAN

This project falls under the long-range plan of the New Britain Board of Education for facility modifications and additions. Priorities for projects are set and adjusted in accordance with the yearly reports of facility needs. Timelines for construction of the projects are set and adjusted in accordance with the financial abilities and priorities of the City of New Britain as guided by the City Finance Director and approved by the Common Council. Projects included in our long-range plan have been scheduled over a 10-year period which is continually adjusted as funding becomes available.

If this project is fully funded by the Common Council by June 30, 2019, this project will be scheduled to start construction by July 2020. This project is currently projected to be a 24 month project completed for occupancy by the end of August 2022.

A \$49 million dollar budget allocation restricts work to be performed on the addition and site work. Extensive work will be performed within the existing building.

Since 1983, code updates, energy conservation, and addition/renovation projects at the other 14 schools in the school district have been completed as part of the 20/20 Plan. Projects completed in the 1980s required upgrading through a new long-term Capital Improvement Plan. A new middle school was built in 1993 to replace the old Roosevelt Middle School on the same site. The Gates Building was renovated and expanded to be used as an Educational Administrative Center in 2002. Addition and “Renovate as New” projects were completed in 2005-2006 at Lincoln, Northend and Vance Elementary Schools. A project at New Britain High School was completed in 2007 which included a 19 classroom addition and a new 4,000 square foot lecture hall. Spaces

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were improved within the existing building to create two special education classrooms, two consumer science classrooms, a foreign language lab, several computer labs and several science classrooms. A new 10,000 square foot Alternative Education facility was built on a new access road (Daniel Bugnacki Way) to the high school in 2007. A new 28,000 square foot addition to DiLoreto School was completed in June 2013. Opening in September 2015, Gaffney Elementary School completed an extensive renovation as new including a 14,500 square foot addition and site improvements. Fully renovated as new, the 104 square foot Smalley Elementary School is scheduled to open in August 2019.

Five roofs were replaced beginning in 2006 at New Britain High School, Gaffney Elementary School, Frank J. DiLoreto School, Chamberlain Elementary School and Smith Elementary School. The high school roof supports a 250kW energy producing photovoltaic solar panel system which was erected when the new roof was installed.

System Organization

The Consolidated School District of New Britain currently operates 15 school buildings. There is one high school, grades 9 through 12; three middle schools, grades 6 through 8; one magnet school PreK-8, and 9 elementary schools including Kindergarten and pre-school programs and two alternative education facility.

Long-Term Plans/Enrollment Projections

Projected enrollment figures indicate steady enrollments at the elementary school level. This will lead to no significant change in the number of students in the elementary schools. Chamberlain Elementary School has been at capacity during the two last years. It is the objective to provide a long-term solution to the space problem which does not detrimentally impact on the educational program. The short-term provision of temporary space, replaced by a long-term goal of permanent additions, is being followed.

Since the projected enrollments indicate the continued need for the present amount of space and future additional space, there are no plans for the closing or replacement of this facility.

The immediate goal for the elementary schools is to fully develop and improve the existing buildings before construction of any separate new facilities. The sites of most of the existing elementary schools are adequate to support additions. The need for an additional school to support rising enrollment is not seen as a long-term possibility. Alternatives to providing the additional space required include use of auditoriums for music rooms, “art on a cart” for regular instruction, division of classrooms into smaller areas and cancellation of special programs. These are all considered detrimental to the educational program and are not desired.

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The school system currently supports additional programs outside of school hours which include satellite branch libraries for after school use, summer school programs, adult education programs, vocational education, intramural sports, city sports leagues, Parks and Recreation Programs, and cultural activities. The full maintenance of these programs is desired. Future goals include fulfillment of the identified needs for preschool programs at the elementary school level if space is available.

Immediate goals of the Board of Education include expansion and upgrading of current programs which have been limited by a lack of adequate space; additional space for, and access to, modern educational tools in the area of audiovisual and reference materials; upgrading of present library resource centers at all grade levels to multimedia resource centers; additional facilities and equipment to expand computer infrastructure at all schools; and construction of general storage required for modern educational facilities. The appropriation of existing storage space in our schools for required educational programs has severely depleted storage space throughout the system.

The addition of regular classrooms and specialized areas at Chamberlain Elementary School will allow more efficient use of support facilities by increased number and specific needs of the students. The increased number of classrooms will allow more efficient management and scheduling of programs and better allocation of staff resources. An addition to the existing building will also permit more possibilities for correcting programmatic deficiencies and increasing operational efficiency than just modifying the existing structure would allow.

3. **THE PROJECT**

Chamberlain Elementary School is a neighborhood school that is demographically poor, but rich in diversity and potential. One hundred percent of our students receive free lunch through the federal Community Eligibility Program. To that end, we are committed to providing a high quality education to all our students, and to inspire a love of learning and an understanding of their highest potential. Chamberlain Elementary School earned the distinction as a Project CHILD National Demonstration Site during the 2010-2011 school year, and each year since then until 2018 when the program ended. We were identified as the first “Love Wins” school in New Britain after establishing a relationship with the Ana Grace Project in 2013 and the creation of the Love Wins Family Resource Center. The FRC uniquely partnered with Klingberg Family Center to provide early childhood parent education and behavioral health services for Chamberlain students and families. Through our participation with the Ana Grace Project, our fifth grade students were the first to participate in the “Finish the Race” event at CCSU, which promotes higher education and sparks curiosity in continuing education. Since the success of that partnership, the remaining New Britain elementary schools became Love Wins schools and replicated the services provided through the Ana Grace Project to support student, staff and parents to address the district goal of increasing awareness of social emotional needs and trauma informed practices to develop the whole child.

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In academic classrooms, students need space for learning and growing, as well as furniture that fits their size and needs. They need to have the space and flexibility to work individually, and as a community, to truly meet the standards that we expect. They need access to technology and science labs if they are truly to achieve the goal of developing the skills and attributes to be able to successfully contribute and compete in the global society. Storage for curriculum and students' materials is also essential for the creation of inspiring learning environments.

Academic Arts are a critical component of a well-rounded education. We need additional space for art and music instruction. Having adequate space for the Arts allows students to access the complete curriculum, including instruments, chorus, ceramics and painting.

This project includes two art rooms equipped for multiple facets of teaching and learning visual art in multiple media. Space for students to create pottery, ceramics (and equipment that supports the firing of these items), digital photography, textiles, 3-D printing, as well as the creation of murals and smaller paintings, will support the students' learning in the visual arts. Adequate natural lighting as well as tables at which students can work comfortably within the art studio, and areas to display art work and projects is a necessity.

In the music realm, having adequate space for music and movement within the music classroom is needed, with flexible furniture to allow for writing space, sufficient counter space and storage. Also desired is a separate space for choral and band in which instruments can be adequately and safely stored by students during the day. The installation of mirrors on one wall would contribute to music and performance instruction.

The auditorium space must be updated. The entire auditorium will be demolished and rebuilt. New stage and house lighting will be installed. Current stage curtains were recently purchased and may be reused. New auditorium seats will be installed. A new sound system (wireless system for performers) will be installed. The entire building, including office space, classrooms and special program areas, will be air conditioned.

In order to support integrated arts, all classrooms must have adequate storage for ease of accessibility to art and music materials.

The purpose of this project is to meet several different educationally related requirements. The first is to modernize the entire existing building and second to provide classroom space within one building. The existing 4000 square foot shall be demolished and the four classrooms shall be incorporated into the building. Lastly, it is important to provide additional instructional and non instructional space for modern educational learning for elementary school age students.

The addition will include additional general classrooms as well as classrooms to be used for intervention, OT/PT for our special needs students, school based health clinic support services, Family Resource Center, adult education, administrative suite, and

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building services support space, one computer lab, two science/STEAM labs and redesign of the cafeteria space. Extensive site work is proposed to improve busing activities around the school, parking to accommodate over 110 staff/visitors and a safer parent drop-off area.

The long-range plan of the school district is to provide students with adequate space to meet their educational needs. The spaces being considered at Chamberlain Elementary School are similar to spaces constructed at other recently renovated elementary schools in New Britain and are detailed in the Program of Space listed in the next section.

As of this writing, the District is looking at two options for swing space during this project. One option is dividing the gym and media center into classroom space and using art, music and the family resource room rooms as swing space within the building. We continue to look for other spaces within the building although the New Britain administration recognizes the fact that phasing construction while using swing space within the building is extremely disruptive to teaching and learning. Option 2 is using a combination of swing space within the building and additional portable classrooms. No other rental space offsite is available to us as of June 2019. We would rent/lease a portable building (size to be determined) for swing space for the duration of the project and remove the portable building at the end of the project.

Addition

Program of Spaces

The program of space for the additions is as follows:

New Construction (to be determined):

- General Classrooms
- Admin Spaces – with additional office spaces, in-school Suspension, Time Out room, Intervention space, OT/PT/BSAs
- Building Services Spaces – Cafeteria, Media Center
- School Based Health Clinic
- Family Resource Center
- Building Storage

Total New Construction TBD sq. ft.

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Sitework:

- Improvements to bus drop-off/pick-up areas around the school to accommodate 5 large buses, 5 mini buses and numerous specialty vehicles which will eliminate traffic jams around the school and improve student safety.
- Construction of 2 playgrounds – Kindergarten and grades 1-5 and a basketball court
- Construction of 50 or more additional new parking spaces including handicapped accessible spaces.
- Site Work – staff parking, bus pattern improvements
- Parent drop off areas

Cost Estimate:

The cost estimates for the additions and renovations work at Chamberlain Elementary School are listed below:

Renovate “As New” Existing Space Existing space and new construction	\$ 41,000,000
Site Work including extending the parent drop off driveways in the front and back of the school plus adding 50 new parking spaces	
1) Furnishings and Equipment Including 2 playscapes – Kindergarten and Grades 1-5	\$ 2,200,000
2) Contingency	\$ 1,500,000
3) Design/Engineers	<u>\$ 4,300,000</u>
	\$49,000,000

The above estimates will need to be developed and refined as the project continues.

4. CAPACITY DATA

The capacity of Chamberlain Elementary School will be determined by the number of classrooms used for classroom instruction which currently is 22 classrooms. The renovated school, with additions, will have no significant impact on school capacity but will improve the environment in which teaching and learning will take place at Chamberlain Elementary School.

5. LEARNING ACTIVITIES

Chamberlain Elementary School is a welcoming neighborhood school serving a diverse population. The Chamberlain Elementary School promise is to ensure students develop good character, achieve academically at high levels, build positive relationships, and set high expectations for themselves to attain success. We are building the future, one child at a time. Students develop good character through daily instruction in social emotional learning curriculum, problem solving skills, effective communication, self-regulation and self-management. Students learn to care about themselves, others and their community. Through our Love Wins philosophy, they learn to care, show compassion and empathy. Students develop academically, through effective instruction and well-designed learning activities that reinforce instruction and allow for personalization in order to meet individual needs. Students' active engagement develops their executive functioning skills, academic habits, ability to apply their learning, persevere, problem solve, communicate effectively, and think critically. Students further learn to build positive relationships by working collaboratively, engaging in academic discourse and understanding and respecting other perspectives. Students engage in goal setting, monitoring their progress and celebrating success. Students discover the relationship between effort and commitment as confidence is fostered. These academic habits give them the skills to be successful as a student and a contributing member of the community. The Chamberlain brand is "Chamberlain C.A.R.E.S." We are committed to providing a rigorous and relevant high quality education for every child.

Higher Level Thinking - Chamberlain Elementary School incorporates levels of rigor demanding higher level thinking across the curriculum. The expansion and renovation will allow us to provide our students access to well-planned classrooms, technology, and science, truly preparing them to be college and career ready.

Community Building - Chamberlain Elementary School cultivates a culture of mutual respect and responsibility through positive behavior supports and interventions as well as well- managed classrooms. Enhanced instructional spaces will allow for the expansion of Character Counts, and continuity in providing our students with college and career readiness experiences beginning in Kindergarten.

Parental Involvement - Chamberlain Elementary School promotes a culture of parent involvement through opportunities for involvement and the expectation that 100% of our parents will participate at critical point throughout the year.

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At Chamberlain Elementary School, teachers and staff address the whole child by working collaboratively to structure interdisciplinary curricula that promote learning of subject matter, higher order thinking, creativity, adaptability, and teamwork. Learning focuses on the well-being and development of the whole child. Chamberlain Elementary School students approach learning with joy, taking pride and ownership in their work. Students learn to become responsible members of a creative and democratic community. They make authentic decisions, respect the rights of others, and participate fully in their school

Chamberlain Elementary School focuses on students. In the process of educating its students, Chamberlain Elementary School:

- Encourages self-directed learning
- Develops creative and critical thinking
- Fosters self-efficacy and self-esteem
- Allows students to imagine and create
- Promotes teamwork and social competency
- Provides leadership opportunities
- Students feel positive about each day he or she enters the doors of the school.

Chamberlain Elementary School currently contains 22 regular education, 3 special education self-contained classrooms, 3 special education inclusion classrooms, 1 ELD classroom, reflected by the distribution list below:

<u>Number of Rooms</u>	<u>Grade Assignment</u>	<u>Enrollment</u>
4	All-Day Kindergarten	75
4	First Grade	75
4	Second Grade	79
4	Third Grade	94
3	Fourth Grade	77
3	Fifth Grade	84
3	SPED inclusion rooms	
1	Itinerant art/music room	
1	Art	
1	Music	
1	STEAM/Makerspace	
1	ELD room	

Special Education Self-Contained Districtwide Program (Portables)

1	K/1	8
1	2/3	10
1	4/5	13

Total Enrollment: 515

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The new addition will contain several new general classrooms, intervention space for classroom instruction and services for special needs students, expanded academic arts space, administrative office suite, one Assistant Principal office, school based health center space, adult education, Family Resource Center, Pupil Services, one computer lab and two science/STEAM labs, and the redesign of the cafeteria, conference rooms, office space and meditation/relaxation room.

6. SUPPORT FACILITIES

The addition at Chamberlain Elementary School will include the following areas to meet the needs of the students and programs.

The Administration area will have a reception/waiting area, general office space for 7 individuals, a conference room, handicapped toilet facility, serving counter with section low enough for young children to be seen, staff mailboxes, record storage, closet for office materials storage, separate workroom for duplicating materials and a Behavioral Support small group SEL space.

A custodial office located near the receiving area should include space for three desks and file cabinets, area for meeting with 3 to 4 employees, telephone, computer connection, ample storage shelving, space for washer and dryer connections, and locking cabinets.

Storage areas must be constructed for the storage of curriculum materials, educational supplies, custodial supplies and operating equipment parts such as filters, belts, etc. Heavy-duty metal shelving should be installed which are 4' wide x 6' high and depths ranging from 12" to 16" to 24". A minimum of ten units of each size are required. Garage space necessary to store heavy equipment.

Community use of the school is encouraged when regular classes are not in session. Groups such as After-School Programs, Boy Scouts, Girl Scouts, Sports Leagues, and the Park and Recreation Department use the facilities after school and in the evenings. PTO fairs, annual school concerts and special programs are often scheduled at night. Other groups and individuals have the opportunity to use the facility after hours providing they follow the Board of Education policy on Use of School Facilities.

7. SYSTEMS

The new spaces at Chamberlain Elementary School will require the following systems to meet programmatic needs:

- Integrated voice, video and data in all spaces with a minimum of eight data locations in each classroom. Overhead projectors with interactive whiteboards will be installed in each classroom. Head-end equipment for networked communication and data distribution shall be located throughout the entire

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- building for internet and cable. Each classroom will have a wireless audio system and ceiling mounted speakers.
- Integrated telephone and intercom system with dial-out capabilities and paging from each area of the school.
- Security and video surveillance systems have been installed in the existing school. The security system will be extended to the addition and should use infrared motion sensing technology. Every exterior door shall have contacts which activate video cameras and access card technology. A monitoring console for the video surveillance should allow the viewing of all exterior doors, play areas, parking lots and delivery areas. Video cameras should also monitor the main hallways, auditorium, gymnasium, Media Center and multipurpose lunchroom. Panic buttons should be provided for immediate access to the police department via a telephone dial-out switch in the administration suite.
- Complete fire alarm system with pull status, horns, flashing lighted voice evacuation in areas of large assembly smoke and heat detectors, battery backup and plastic shields on pull stations.
- Code compliant electrical, heating, plumbing and ventilation systems.
- Air conditioning shall be throughout the entire building, both old and new.
- Energy Management System to monitor and control mechanical systems for heating, ventilation, air conditioning, interior and exterior lighting with appropriate manual overrides shall be installed. The EMS equipment in the addition shall be an extension of the existing building EMS controls.
- Clock and bell system that is P.C. driven and fully programmable. Clocks shall be located in all spaces throughout the school. Choice of tones and loudness levels must be part of the program.

8. ENVIRONMENT

The electrical service provided to the building should be a new main electrical service with circuit breaker distribution to meet the needs of all mechanical equipment, lighting and educational equipment. Controls should be through circuit breakers, and the entire system must be properly grounded. Each classroom will have a front bank of lights in every classroom which will be on its own switch so that projectors can be seen more easily while still having light for the students to work, take notes, etc.

All light fixtures, controls, motors, switches and electrical components must be of an energy conscious design to reduce the use of electricity. All operating systems must be monitored and controlled by an energy management system capable of reducing peak demand and load shedding. Motion light sensors shall be installed in all occupied spaces.

Plumbing in the addition must be designed to present codes, and the sanitary sewer lines must be properly sized and located to handle the new areas. Cast iron floor drains shall be installed in each toilet rooms. Heavy-duty cast iron floor drains shall be installed in all mechanical rooms. Trap primers shall be installed at all floor drains to maintain trap seal.

A new fire service shall be provided to the entire building. The new fire service shall be utilized for fire protection needs. The new service shall be supplied from the existing water main as directed by the New Britain Water Department.

The entire new facility should be properly heated and cooled including the availability of air conditioning in the entire new building. The existing boilers and burners shall be removed and replaced with energy efficient condensing boilers. New areas may need to be served by separate systems using variable air volume boxes which could include rooftop units or package units located at ground level.

The entire new facility must be accessible to handicapped individuals and appropriate modifications must be made to all doors, stairs, built-in equipment, sinks, toilets and other fixtures used by handicapped individuals.

Every attempt should be made to take advantage of natural lighting. The building shall incorporate additional item as required to meet the code requirements for LEED Silver rating.

9. EQUIPMENT

This section outlines the equipment and furnishings to be purchased as part of this project. The list will be defined in greater detail as design work on the project continues. Consideration of manufactures, models and colors will appear in the final bid package for equipment and furnishings.

Classrooms

- Students desks/tables and chairs
- Teachers desk and chairs
- Flags and flag poles
- Three drawer file cabinets with locks
- Bookcases
- Student mailboxes
- Activity tables
- Lockable storage cabinets
- Shades/blinds
- Pencil sharpeners
- Minimum of 4 student computers with network printers/wireless capabilities
- Ceiling mounted projectors connected to teacher's work station
- Smartboard, projector and screen
- Visitor chairs

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- Coat storage
- Bulletin boards-located throughout classroom and near teacher desk
- White boards
- Current maps and globes
- Document Cameras
- Voice, video, data drops
- Wireless audio system with speakers mounted into ceiling
- Student seating carpets
- 2 playscapes – Kindergarten and Grades 1-5

10. Office Areas

Main Office, psychologist, social worker, behavior support assistant, parent volunteer, PPT scheduling office, Assistant Principal, Secretaries.

- Desks with ergonomic chairs
- Three drawer lateral file cabinets with locks
- Work tables
- Computers with printers/wireless capabilities
- Color copy machines with collating for up to 20 documents
- Fax machine
- Storage cabinets with locks
- Conference tables and chairs
- Smartboard, projector in certain instructional spaces (Behavior Support Assistants, Social Worker, Assistant Principal, conference rooms)
- Visitor chairs
- Coat racks
- Mail boxes
- Blinds/Shades
- Voice, video, data drops
- Security Monitors
- Raptor Ware

Art Room

- Work tables
- Stools and chairs
- Two sinks
- Clay Cabinet
- Small Dry Rack
- Drying racks
- Kiln and vent
- Three drawer lateral file cabinets
- Storage cabinets with locks
- Coat racks
- White Boards

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- SmartBoard/projector on ceiling mount
- Bulletin boards
- Display cases with locks
- Roll paper dispensers
- Podium
- Portable partitions for display of student work
- A minimum of 4 student computers
- Ceiling mounted projectors connected to teacher's station
- Tables and chairs for students
- Teacher desk and chairs
- Voice, video, data drops
- Wireless audio system with speakers mounted into ceiling

Music Room (terraced floor plan with extra outlets)

- Pianos
- Piano keyboards (a minimum of 10) and guitars (minimum of 6)
- Desks and chairs for students
- Music stands
- Podium
- Teacher desks and chairs
- Lockable file cabinets and storage cabinets
- Full complement of musical instruments – grade appropriate and multicultural
- Whiteboards and musical staff board
- SmartBoard, projector and screen
- Bulletin boards
- Digital CD player
- Speaker system and microphone
- Student seating carpet
- Set of wireless microphones
- Costume and equipment storage cabinets with locks
- A minimum of 4 student computers
- Ceiling mounted projectors connected to teacher's station
- Voice, video, data drops
- Wireless audio system with speakers mounted into ceiling

Computer Laboratory (1)

- Student computer tables and chairs
- Teacher desks and chairs
- Lockable file cabinets and storage cabinets
- Shades/blinds
- Coat storage
- Bulletin boards
- White boards

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- Student computers with network printers/wireless capabilities
- Ceiling mounted projector connected to teacher's computer work station
- Smartboard, projector and screen
- Audio and wireless speakers
- Document Camera
- Voice, video, data drops

STEAM Room/Science Lab

- Large flexible tables for projects
- Student computer tables and chairs
- Teacher desks and chairs
- Lockable file cabinets and storage cabinets
- Shades/blinds
- Coat storage
- Bulletin boards
- White boards
- Student computers with network printers/wireless capabilities
- Ceiling mounted projector connected to teacher's computer work Station
- Smart board, projector and screen
- Audio and wireless speakers
- Document Camera
- Voice, video, data drops

Cafeteria

- Student lunch tables
- Smart board
- TV monitors

NOTE: The furniture/equipment listing may not be inclusive of all items needed.

11. PROJECT IMPACT ON SITE DEVELOPMENT

Project construction will, most likely, occur on the west side of the existing building. The new addition shall be a single story structure at ground level for access. The site area of 7.0 acres is more than adequate by the State Department of Education's recommendation to provide six acres of usable recreation space for elementary schools with a minimum of 8 total acres. The physical education program will make adjustments to use the available site to best advantage. The addition may intrude into the existing parking areas. New bus areas and parking areas will be constructed. A new parent drop-off and parking area is anticipated.

12. PROJECT PRIORITY CATEGORY

This school extension and site development project should be included under Category #1 for the purpose of the State priority category classifications in accordance with the Regulations of Connecticut State Agencies. This project is primarily to extend existing facilities to provide for State mandated instructional programs. Space is required to meet the educational needs of enrollments and the reduction of class size at kindergarten and first grade levels. Modifications for the Basic School model and special education needs students will provide space for activities which are not well served by existing areas.



AUTHORIZATION FOR PERSONNEL ACTION - SUMMER SCHEDULE

In order to effectively and expeditiously hire staff during summer and to enhance our ability to open school in an effective and orderly manner, it is requested that the Board of Education approve summer authorization for personnel actions for all non-supervisory staff (Teachers, Paraeducators, Local 1186 staff and non-union non-supervisory staff) be granted.

Summer authority is not granted for the approval of extracurricular/stipend activities. The authority is not given for the hiring of administrators and supervisors, union and non-union. Authority is not given for upgrades. Authority is not given to hire non-certified staff above the beginning step.

Teachers cannot be hired above the pay level equivalent to an MS+30 or at a salary exceeding \$65,000 for a non-shortage area. Any offer exceeding either requires Board approval.

The authority is in place from June 4, 2019 through September 3, 2019. Members of the Board will receive updates throughout the summer on actions taken under this authority.

