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**To: Hollis Brookline Cooperative School Board**  
**From: Andy Corey, Superintendent**  
**Gina Bergskaug, Assistant Superintendent**  
**Re: Memo, Facilities Study Group**

At the November 2016 meeting of the Hollis Brookline Cooperative School Board, the Facilities Study Group was formed. The group was composed of:

- Superintendent, Andrew Corey
- Assistant Superintendent, Gina Bergskaug
- Business Administrator, Kelly Seeley
- COOP School Board Member, Cindy Van Coughnett
- COOP School Board Member, Holly Deurloo-Babcock
- Parent, Athletic Booster Club member, Tom Whalen
- Community member, Robotics mentor, Ken St. Hilaire
- Faculty member, Greg Parker

The group met in January to determine their charge and refine their purpose. The purpose of the group is to examine the HBHS weight room facility to determine if the existing space can be renovated to accommodate additional needs of the school community. All committee members toured the current weight room, storage area, and third floor space to better understand the scope of the work. The Facilities Study Group broke up into sub-committees to complete focused work.

The Athletics Sub-Committee focused on how to make the weight room a more universal and inviting space for all of our student athletes. For any given season, the student athlete population makes up roughly 30%-40% of the total student body; yet, only a fraction of those athletes make use of the current facility. The group sought out more useful storage space for items such as uniforms and helmets; a new space for the athletic office; a private space for the athletic trainer, and locker rooms that were more efficiently designed. The group reached out to every high school coach to inquire about what features they were searching for in an improved, more functional facility that best prepared their athletes.

The Academic Sub-Committee focused on the needs of the actual curricular requirements for the robotics program. Both Ms. Hay and Mr. Clark were interviewed to determine the needs of the space and the possibility of converting the existing classroom into a 21st Century STEM learning environment. The group toured three diverse Robotics facilities, including Windham High School, Bedford High School, and St. Paul's School. The group was quite pleased to see a similarly sized space at St. Paul's divided appropriately into functional classroom space, work space, and "dirty" space.

The Drama Sub-Committee focused on visiting other highly respected performing arts programs to critically examine their storage space and needs. All programs reported a lack of usable storage with a variety of creative solutions. The sub-committee also determined that HBHS has a need for a new sound system.

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The Facilities Study Group identified some needs that spanned all of the individual needs. The wi-fi will need to be upgraded in the theater, gym, and current weight room space. This will benefit both the students and the community members when they are present for district meetings.

By moving the robotics program from the middle school to the high school, the current robotics space will become available to the two robotics middle school teams currently in existence. This is the logical progression after completing a careful vertical examination of the STEM curriculum K-12 in SAU 41. Students begin coding as early as Kindergarten. Elementary students are expanding their skills in the Engineering Design Process both in classrooms and in the Maker Spaces. Students are programming throughout their elementary experience. It is imperative to continue to move the district forward.

The formation of a non-profit group through NH non-profit will allow the project to receive outside funding. This might be a viable pathway as there is a community interest in donations that might have a company-matching feature.

**The Facilities Study Group is recommending the approval of funds in FY17 to hire an architect firm. The goal would be to have the firm work meticulously to create well-developed plans between July and December. This timeline will allow for the dissemination of information at public hearings and through school newsletters to best inform the constituents prior to the March COOP District Meeting.**

***A small subcommittee (comprised of Gina Bergskaug, Kelly Seeley, Cindy Van Coughnett, and Holly Deurloo-Babcock) convened on Thursday, June 8 to interview the architectural firms who had submitted preliminary proposals. The committee spent one hour with each firm. After meeting with all three, Andy Corey joined the committee to participate in a discussion of their initial thoughts. The committee unanimously decided to recommend Banwell to the HB Cooperative School Board for hire. In addition, the committee asked Banwell to add structural engineering work to the scope of the pre-bond proposal.***

Respectfully Submitted,

**Andy Corey**

**Gina Bergskaug**