

Project: Elkhorn Public School – Master Plan Project **Project No.:** 18-31
Place: Staff Room **Date:** May 16, 2018
Present: Holly Richards (Principal), Aileen Leadbeater (TDSB Design Coordinator), Lloyd Skinner (FTL), Richard Christie (Sustainability Office), Melody Nguyen, Michael Hurwich, N. Herwich (Parents), Michelle Davis (TDSB Business Development Coordinator), Ron Bernasch (JSW+)

Meeting #2

Ron Bernasch provide an overview of the minutes from the last meeting.

Preliminary Concept Options

JSW+ prepared two alternative concepts for school yard improvements. The main elements include a baseball diamond, the soccer field and a playspace area. The plan proposes a north-south orientation for a mini-soccer field that allows for a full-size softball field to be accommodated within the schoolyard. The softball outfield would extend into the pavement area at the back of the school. Since this is an elementary school, a full-sized field is not required.

Preliminary Concept #1 proposes two alternative play equipment locations. The first area is at the south-west corner of the school yard near the bus layby and the second is at the north end of the school yard, in the similar location to that of the existing playspace area.

Preliminary Concept #2 looks at including a playspace more central to the school yard. After reviewing Concept #2, it was agreed that it was not a preferred approach as the playspace area would be at the perimeter of the softball outfield and could be a safety concern after hours if used by adults to play softball or baseball. Also, this concept would require that the portables be relocated to implement this design which is not practical under the present site conditions.

After further review of the two Concept #1 playspace options, it was agreed that the south-west area of the schoolyard would be the preferred location for play equipment placement. There are safety concerns related to the proximity of the layby to the play area and therefore the playspace will be shifted further north to establish a spatial buffer.

It was also noted that there are students with special needs at the school and having the play area close to the front of the school is a concern. The addition of gates to the chain link fence need to be considered in the detail design for the project.

The softball diamond and mini-soccer field areas will be shifted further north to accommodate this design approach. This may result in the use of portable goals for the mini-soccer field.

The proposed Meet & Greet area next to the proposed playspace is considered to be a desirable feature. If concrete seat walls are utilized, they can also be used to display donor plaques for the project.

The north playspace option has the disadvantage of being close to the neighbours, difficult to monitor after hours and the potential of being impacted by a future expansion to the school building.

The proposed pathway around the field area is a desirable feature that will be maintained in the Master Plan.

Play Equipment

A Request for Proposal (RFP) for new play equipment will be issued for the replacement of the removed equipment.

Two alternative designs will be requested from the vendors at different price points. The first option is to be valued at \$25,000 and the second option at \$35,000 for the supply and delivery of the new play equipment. These costs will not include installation and taxes. They will form the basis of the design options for consideration by the Playground Committee.

A template has been developed by the TDSB for design submissions from the play equipment vendors. JSW+ will prepare a RFP submission using the template that will include the desirable play features from the Playground Committee.

A revised site plan showing the location and size of the play area will also be provided by JSW+ with the RFP. The size of the playspace indicated on the plan is approximate and does not represent the final layout as this will be determined by the selected play equipment design.

If the school has specific play equipment requests, they need to be included with the items list provided in the RFP.

A timeline to obtain designs and a selected design from the vendors was discussed. It was suggested that if the RFP can be provided to the vendors next week that three weeks would give them adequate time to prepare their proposals.

Once the proposals are received, JSW+ will provide a digital link to the school to download the files. The Playground Committee can then review designs and select the preferred equipment design. This would need to occur prior to the next scheduled meeting on June 15th.

Master Plan Modifications

The Master Plan will be updated to include changes proposed at this meeting including:

- Add a storage unit to the school yard for loose play items.
- There are dedicated trees planted in the schoolyard for former teachers. The Master Plan will need to identify these trees as they may need to be transplanted.
- The baseball backstop conflicts with the proposed playspace area. A new backstop will need to be installed with the phase 1 work.
- Basketball play is to be added to the pavement area.
- Opportunities to include art in the school yard needs to be considered. This can be accomplished by providing play panels for students or introducing permanent art into the schoolyard. The proposed storage unit could support a permanent art feature.
- The existing safety surface area is to be identified as an outdoor natural play area within the design.

Fundraising

Michelle provided an overview of the fundraising process. Donors can be recognized by name, no logos can be included with any on-site recognition. In-kind services are acceptable but will need to be vetted for approval by TDSB. Donors can receive a tax receipt for the net value of their contribution.

One alternative suggested to recognize donors is to use bronze plaques that could be fastened to a concrete seat wall. This is preferred over the use of engraved pavers as they can be damaged easily by regular maintenance activities.

The TDSB will assist with the funding of Phase 1 project work. It is unclear what the TDSB contribution will be for this project. The final fundraising amount will be determined during the detail design phase of the work.

Priorities and Phase 1 Work

Phase 1 work will include new play equipment. Site improvements will need to include the addition of a paved pathway to the playspace area to meet accessibility requirements. Also, the baseball backstop, grading and drainage of the safety surface will need to be included in the Phase 1 work.

The proposed schedule will be to have the Master Plan finalized before the end of June with a Cost Estimate.

If possible, a selected play equipment design will be finalized to be included with the Phase 1 work.

The existing playspace area will need to be decommissioned. The plastic edging and the safety surface materials will need to be removed from the site. There is an option to consider relocating the stone seating area from the front of the school to this area of the schoolyard. There is an older tree that provides shade and would be a good location for the rock seating/outdoor classroom area. The stones could be easily relocated if required by a future building addition.

The addition of a concrete table tennis unit is desirable in the schoolyard.

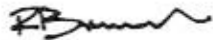
NEXT STEPS

A representative from the YMCA childcare program and the chief caretaker will be invited to the next meeting.

A copy of Concept 1, marked as DRAFT, was left with the school for reference purposes.

JSW+ will provide high-level lump sum costing information at the next meeting.

The next meeting is scheduled for **Friday June 15th at 1:30 p.m.**



Ron Bernasch, OALA
c.c. All Present