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January 13, 2015

## D97 District Administration Building – Progress Update

- Focus Group Summary
- Next Steps
- Schedule

### Focus Group Summary

Two focus group events were held (December 10 and December 18) with invited members of the community. We began with an opening by Bob Spatz and with the powerpoint presentation we shared with you at the last meeting.

During open discussion, each group expressed that the new building should exhibit the values of the community. The following phrases were offered to summarize these community values:

- Diversity
- High value on education
- Environmental awareness
- Concern for the Future of our kids
- Valuing our resources
- Thriving neighborhoods
- Collaboration and Cooperation
- Reflecting our history and legacy
- Urban sustainability
- Partner with Families
- Celebrating the power of Art, Music, and Language

As related to the project, participants were asked the following questions:

- What are your expectations?
- How would you define success?
- What are your concerns?
- Is there anything you would like to know?

The participants generated ideas to respond to these questions, and then voted for which of these they valued most. Each participant had six votes to place on one or many ideas. (Meeting Summaries are attached which includes each topic discussed and the voting results.)

The highest priority topics receiving 4 or 5 votes are as follows:

- Be fiscally responsible
- Identify Partnership Opportunities
- Neat / cool / but not ostentatious (exterior and interior design)
- Environmentally friendly, energy efficient, green power

From the various other topics and the votes awarded them, STR would summarize the **goals** for the building in the following ways:

- A wish for the building to be something to be proud of.
- A facility that is open and welcoming and easy to understand from the outside.
- A building that provides a good and healthy work environment for the staff.
- A building that expresses a celebration of students and learning.
- A building that is a community resource (i.e. as a meeting center).

Some of the **challenges** identified during the meetings:

- Parking
  - How many spaces should be provided?
  - How visible should parking be?
  - Should it be located above or below ground?
  - Is there a way to generate revenue with parking?
- Longevity of Building
  - Desire for the building to be useful beyond District 97.
    - Design for future resale / retail
- Aesthetic Concerns – comments from each perspective
  - Building should fit within the context of Madison
  - Building should stand out and be distinctive
  - Building should not stand out too much
  - Building should have a unique identity and not look like retail

Some **innovative** ideas came out of the concept of Identifying Partnership Opportunities.

- Capitalize on Park District potential installation of turf field at Percy Julian MS and utilize it for storm water management for the District Admin Building site.
- Or can we take advantage of the same turf field construction and locate parking beneath the field?
- Create a school district campus by closing the alley north of the Admin Building in order to join Percy Julian and the Admin building (working with VOP)
- Create ways for students and staff to have inter-generational experiences.

We think these ideas and other partnership possibilities are exciting and forward-thinking, but to make them happen, there is a lot of collaboration and intergovernmental agreements to be worked out.

## **Next Steps**

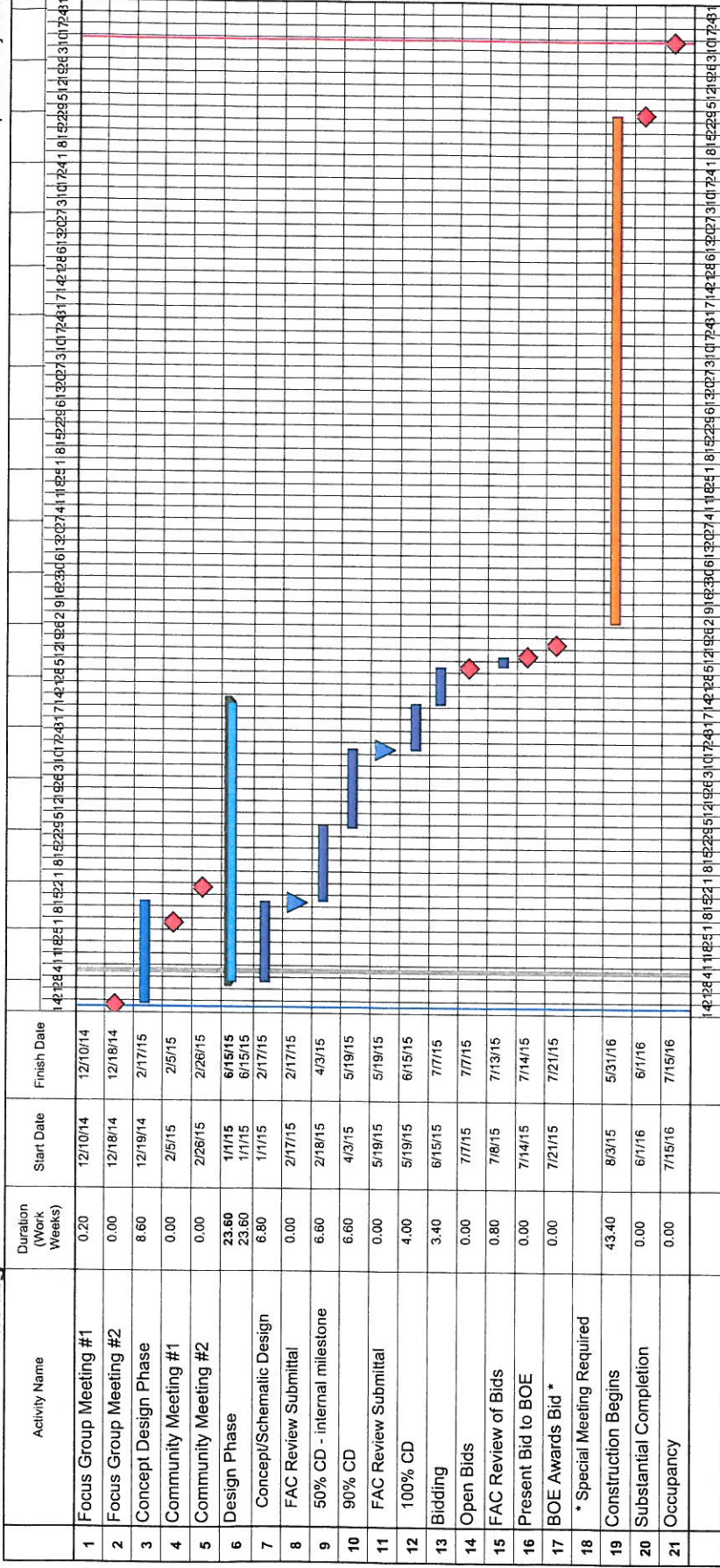
Our next challenge is to begin incorporating these concepts above and the program for the building into a design for the building.

We intend to start attending Cabinet meetings beginning next week to flush through how the various departments use the building and adjacencies required and push the design forward from there.

The Village has procured a Survey and has indicated it may be completed this week.

# D97 Administration Building

## Proposed Project Schedule





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## MEETING SUMMARY – FOCUS GROUP 1

Project: Oak Park Elementary School District 97 Administration Building  
Project No: 14120  
Meeting Date: December 10, 2014  
Location: District Administration Building  
Participants: Kyle Cratty, PDOP, [kyle.cratty@pdop.org](mailto:kyle.cratty@pdop.org)  
Bob Heilman, [bheilman310@sbcglobal.net](mailto:bheilman310@sbcglobal.net)  
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Jeanette Simon, [j\\_z\\_simon@yahoo.com](mailto:j_z_simon@yahoo.com)  
Stacy Lunardini, [slunardini@gmail.com](mailto:slunardini@gmail.com)  
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Therese O'Neill, D97, [tonell@op97.org](mailto:tonell@op97.org)  
Jennifer Costanzo, STR, [Jennifer@strpartners.com](mailto:Jennifer@strpartners.com)  
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Distribution:

Purpose: To solicit input on what will make a successful new administration building for D97 and to share information

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### Introduction

School District 97 and STR Partners summarized for participants the background of the new administration building project by presenting a short slide show outlining the history of the administration building, investigations into renovations, location studies, and project timeline, and the final site.

Participants were asked the following questions:

- What are your expectations?
- How would you define success?
- What are your concerns?
- Is there anything you would like to know?

### General Discussion

An open discussion then proceeded with STR Partners writing down expectations, items defining success, and concerns:

Participants felt that the **overarching goal** for the building is that it should reflect both the Mission of District 97 as well as the Guiding Principles of the Oak Park Comprehensive Plan. The following are those statements from each organization's website:

#### ***Oak Park Elementary School District 97 Mission and Vision***

##### *Mission:*

*The mission of Oak Park Elementary School District 97 is to guarantee that each student achieves optimal intellectual growth while developing socially, emotionally, and physically through a system distinguished by:*

- *Exemplary instruction focused on each student*
- *Commitment to the needs of a diverse population*
- *Meaningful partnerships with families and the community*
- *Celebrations of the power of art, music, and language*
- *Confident students challenged to be educational risk-takers*

##### *Vision:*

*Oak Park Elementary School District 97 will be nationally recognized for preparing students to pursue college and career opportunities through purposeful and respectful learning experiences.*

#### ***Guiding Principles of the Oak Park Comprehensive Plan***

##### *Guiding Principles:*

*Envision Oak Park is guided by five core values that establish the context for all objectives and recommendations included in the Plan. These values are paramount to achieving the vision of Oak Park as defined by its citizens, and should be applied to all actions undertaken in the community. These community values guide a series of goals and specific objectives, which aim to guide municipal policies, programs, regulations, development, and partnerships for the next 15-20 years. The successful implementation of these objectives will depend on the efforts of elected and appointed bodies, Village departments and staff, partnering agencies and units of local government, not-for-profit organizations, businesses, and residents. With so many individuals and organizations being involved and the likelihood of turnover in municipal leadership and staff over the life of the Plan, it is critical that individual decisions be put in the context of broader core values. The following values should be used as measuring sticks to ensure that proposed actions individually and collectively advance the vision for Oak Park as defined by its citizens.*

##### **DIVERSITY**

*All actions should result in a community that is welcoming and accessible to all people, supportive of integrated social and physical interaction, and respectful of different lifestyles and opinions.*

##### **URBAN SUSTAINABILITY**

*All actions should advance Oak Park's mission to be a community that minimizes the impact of urban development on the environment, enhances active and healthy lifestyles for all residents, ensures social justice for every citizen, and maintains locally-based fiscal stability over time.*

##### **RESPECT FOR OAK PARK'S HISTORY AND LEGACY**

*All actions should recognize and celebrate what was granted to us by previous generations, and consider the lasting impacts of today's actions and decisions on the future citizens of Oak Park.*

##### **COLLABORATION AND COOPERATION**

*All actions should support strong relationships between all governments, residents, institutions,*

*businesses, not-for-profit organizations, neighboring communities, and local, regional and state agencies to ensure that resources, policies and programs respond in an efficient and transparent manner to issues within the Village and those that extend beyond its borders.*

#### **THRIVING NEIGHBORHOODS**

*All actions should support the maintenance and enhancement of Oak Park's neighborhoods. All portions of the community – neighborhoods, open spaces, institutions, and commercial areas – help define quality of life in Oak Park. However, the village's neighborhoods play a primary role in defining community character, supporting diversity and accessibility, and fostering an engaged and integrated citizenry.*

Participants summarized the above with the following statements of what reflects the values for the Community:

- Diversity
- High value on education
- Environmentally awareness
- Concern for the Future of our kids
- Valuing our resources
- Thriving neighborhoods
- Collaboration and Cooperation
- Reflecting our history and legacy
- Urban sustainability
- Partner with Families
- Celebrating the power of Art, Music, and Language

#### **Concepts Generated**

The focus group generated ideas for what would be a successful new administration building should be and then voted for which of these they valued most. Each participant had six votes to place on one or many ideas. The following are those ideas ranked by number of votes received:

<b>Votes</b>	<b>Idea</b>
••••	Neat / cool / but not ostentatious (exterior and interior design)
••••	Environmentally friendly, energy efficient, green power
••••	Celebrate children and learning
••••	Community meeting center both externally and internally
••••	Celebrate and visually express collaboration

- Be outstanding architecturally
  - Well built
  - Flexible meeting spaces and sizes
  - Material use is reasonable
  - Tons of natural light
  - Future and forward looking – not looking backward
  - Welcoming
  - Flexible workspaces
  - Great work environment
  - Have a clearly defined entry
  - Built for the future
  - Collaborative with schools and Percy Julian MS by providing multi-cultural center and overflow needs
  - Provide parking for events and large meetings
  - Design of the building should take aesthetic risks
  - Transparent (architecturally)
  - Design to be expandable
  - Technologically forward looking for computers and automation
  - Provide exhibition space
  - Express indoor public space
  - Have the ability to draw community
  - Parking to be visually secondary
  - Create school district campus by closing alley to join Percy Julian and the Administration Building
- Don't be too cautious
- Look like a civic building
- Relate to village hall (architecturally)
- Connect to pedestrian access between Percy Julian MS and new building by closing alley, eliminating parking
- Alley is used for Percy Julian MS drop-off and pick-up
- LEED certified

- Accessible to all people
- Have a child friendly waiting area (for registration)
- Display kid's art
- Be a location for events
- Have a kitchen
- Accommodate catering food
- Lots of windows
- Parking for staff
- Not necessary to provide parking for every employee
- Parking under the building
- Designed for resale
- Have a unique identity and not look like retail
- Accommodate future retail on ground floor
- Include smart and intelligent technology such as lighting and lighting controls
- Where is the front (real front)?

Participants were given the following email address for their feedback, [d97feedback@op97.org](mailto:d97feedback@op97.org), and informed that the District is in the process of creating a information sharing website.

#### **END OF SUMMARY**

The above summarizes the author's understanding of the topics covered in the meeting. If exception is taken to, or additions are requested of, the above, please contact Jennifer Costanzo for a written addendum to be made.

Prepared by:  
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Jennifer Costanzo  
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## MEETING SUMMARY – FOCUS GROUP 2

Project: Oak Park Elementary School District 97 Administration Building  
Project No: 14120  
Meeting Date: December 18, 2014  
Location: District Administration Building  
Participants: Bob Spatz, D97, [bspatz@d97.org](mailto:bspatz@d97.org)  
Laura Crawford, PTO, [lauracrawford47@gmail.com](mailto:lauracrawford47@gmail.com)  
Patricia Koko, OP Seniors, [patriciakoko@hotmail.com](mailto:patriciakoko@hotmail.com)  
Josh Andersson, [j.andersson@mac.com](mailto:j.andersson@mac.com)  
Melanie Weiss, [melweiss1@comcast.net](mailto:melweiss1@comcast.net)  
Therese O'Neill, D97, [toneill@op97.org](mailto:toneill@op97.org)  
Jennifer Costanzo, STR, [Jennifer@strpartners.com](mailto:Jennifer@strpartners.com)  
Colby Lewis, STR, [Colby@strpartners.com](mailto:Colby@strpartners.com)  
Alan Armbrust, STR, [alan@strpartners.com](mailto:alan@strpartners.com)

Distribution: Therese O'Neill  
Purpose: To solicit input on what will make a successful new administration building for D97 and to share information

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### Introduction

School District 97 and STR Partners summarized for participants the background of the new administration building project by presenting a short slide show outlining the history of the administration building, investigations into renovations, location studies, and project timeline, and the final site.

Participants were asked the following questions:

- What are your expectations?
- How would you define success?
- What are your concerns?
- Is there anything you would like to know?

### General Discussion

An open discussion then proceeded with STR Partners writing down expectations, items defining success, and concerns.

### Concepts Generated

The focus group generated ideas for what would be a successful new administration building should be and then voted for which of these they valued most. Each participant had six votes to

place on one or many ideas. The following are those ideas ranked by number of votes received:

Votes	Idea
•••••	Be fiscally responsible
•••••	Identify Partnership Opportunities
•••	Meeting space for community
•••	Symbolically transparent
•••	Be realistic about amount of parking and the number of full-time employees
•••	Underground parking, or not visible parking
••	Celebrate kids with student art and photos of Educational Foundation programs
••	Everything should have a reason
••	Employ the latest sustainable technologies
••	Have a way to measure efficiency / sustainability (LEED certified, etc.)
••	Live up to other community buildings (the Library, Public Works, Village Hall)
••	Have a variety of meeting space sizes
••	Promote inter-generational experiences
•	Be distinctive / stand-out
•	Stay in context of the street
•	Promote alternative transportation
•	Share parking resource with Percy Julian Middle School
•	Parking as revenue in an aesthetically pleasing structure
•	Provide short-term visitor parking
•	Technology to allow those off-site to be connected
•	Have water bottle fillers
•	Provide a kitchen to promote healthy eating
•	Storm water management at potential new turf field at Percy Julian
•	Community Garden
•	Visually Express Student progress to passers-by on Madison and/or to interior users
	Be clean and modern (aesthetically)

- Reflect the history of the street
  - Provide light for employees
  - Have a lot of value – not too much money
  - Reflect value
  - Light and airy but not extravagant experience
  - For all community not just those with kids
  - Be accessible to all
  - Not stand out too much
  - Sustainable, for our kid's future
  - Easy to be sustainable while using the building
  - Parking concern due to nearby density of neighborhood
  - Not a focus on parking
  - Share parking on Madison Highlands site
  - No Keurigs – reduce garbage
  - Connection between Superintendent's office and board room
  - Dignified presence to reflect importance of Superintendent
  - Have comfortable furniture (no stacking-folding chairs)
  - State-of-the-art technology in meeting spaces for presentations and video conferencing
  - Secure entrance
  - One clear main entry
  - Kitchenettes at meeting spaces for use by many different groups
  - Entry off Madison
  - Visible connection to Percy Julian to see the kids that the work is all about
  - Green roof visible or accessible to users
  - Secured storage for it or other equipment
- Locate green power on roof
- Maximize educational opportunities with sustainable elements
- Architecture as educational opportunity by expressing engineering, etc.



Participants were given the following email address for their feedback, [d97feedback@op97.org](mailto:d97feedback@op97.org), and informed that the District is in the process of creating a information sharing website.

**END OF SUMMARY**

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