



NEEDS ASSESSMENT SURVEYS FOR BUILDING USERS

I. Primary Goal

- a. Collect information about the existing building from the user's standpoint, the pros / cons of the how the building currently functions, and gather thoughts about potential improvements desired by the users.

II. Parameters

- a. HDG worked with the District and High School Administration to develop the individual Surveys and to develop the process for issuing and collecting the completed documents.
- b. HDG worked with the District and High School Administration to identify the various building user groups and align survey content with each group.
- c. Six Individual Survey Groups evolved:
 - a. Teaching Staff
 - b. Students
 - c. HS Administration / Student Services / Nurse
 - d. Custodial & Maintenance
 - e. Food Service
 - f. Athletics, Extracurricular, and Booster Groups
- d. Each Survey is broken down into several categories (Spatial, Indoor Environmental Quality, MEP, etc.) in order to subdivide content.
- e. Questions are generally in the format of "Yes/No", Ratings (Rate on a scale of 1 to 10), Multiple Choice, with the option of providing additional explanation.

III. Process

- a. Surveys will be conducted using *Google Forms*, a collaborative resource hosted online, and will be distributed electronically to each participant via an email link sent from the District Administration or HS Administration.
- b. HDG and the Administration will introduce the Surveys to the Staff, Students, and other user groups on Wednesday, May 25th. Survey participants will complete the Surveys online and submit them electronically to HDG by Monday, May 30th.
- c. HDG and representatives from the Administration will hold interviews with leaders from each user group on Wednesday, June 1st and Friday, June 3rd to review the Survey responses and to have more in-depth building and space programming discussions.



OVERVIEW of the SURVEY RESULTS and the FOLLOW-UP DEPARTMENT MEETINGS

On May 25th The Hayes Design Group – Architects (HDG) met with the Peters Township High School Administration, Teaching Staff, Athletic and Extracurricular Leaders, Food Services Staff, Custodial and Maintenance Staff, and Students. At those meetings HDG discussed the survey process; distributed the surveys; and presented the “Digital Field Trip.” Over the next two weeks, HDG met with each of the survey groups to discuss the results of the surveys and any additional comments. The following is a summary of key points gathered from the results of the surveys and the follow-up meetings.

TEACHING STAFF - For the Teaching Staff, the survey results showed that the most important concerns for the existing building are: 1) The Number of Classrooms, 2) Technology Infrastructure, and 3) Planning Spaces. When asked what the school is currently lacking, the most common response from the Teaching Staff was Flexible Meeting Spaces. Student Union/Commons and Outdoor Gathering Spaces were the second most popular responses. Below is a list of other key points and major themes gathered from the Surveys and the Follow-Up Meetings with the Department Representatives.

- Increase the flexibility of the instructional spaces through the use of moveable furniture, technology upgrades, and overall room proportion improvements.
- Provide adequate Teacher Planning Rooms. In the existing building, multiple storage rooms have been converted to teacher planning areas to accommodate this need.
- Provide adequate Large Group Instruction spaces for multiple classes to meet together.
- Improve the Music curriculum spaces, by providing soundproof practice rooms, a separate classroom for Digital Audio Production, and improving the acoustical performance of the Band and Choral Rooms.
- Provide a Black Box Theater for rehearsals, small performances and large group instruction/meetings.
- Increase the size of the Art Rooms, which are significantly undersized for the number of students that are interested in the Art courses.
- Provide a dedicated room for theater set construction. Currently the sets are constructed directly on the Auditorium Stage, which eliminates other groups from utilizing the Auditorium during set construction.
- Upgrade and reconfigure the current Library to be a hybrid of the typical High School Library and a Collegiate Library. Examples of Library upgrades include the following: additional small meeting rooms, technology improvements, additional natural light, movable and comfortable furniture, and increasing the overall size of the Library. The Library is currently the “hub” of the school and is envisioned to expand its overall function as a Media Center for the students and staff.
- Increase the size of the Main Gymnasium and the Auxiliary Gymnasium, which are currently undersized and do not sufficiently serve the needs of the School. The Auxiliary Gym is currently used as a Wrestling Room and cannot be used by the Physical Education Department during Wrestling Season.
- Reconfigure and increase the size of the Locker Rooms, which are extremely crowded during after-school athletics. In addition, provide a separate locker room for the Natatorium.
- Increase the size of the Fitness Room and provide a separate cardio-based Fitness Room for general training and Physical Education use. The existing Fitness Room is utilized primarily by Athletics.
- Increase and provide dedicated storage areas for P.E. that are located adjacent to the Gym.
- Provide additional Faculty Restrooms to efficiently serve the needs of the Teaching Staff.
- Provide additional natural light in the common areas and a higher quality of artificial lighting throughout the building.
- Upgrade School's WI-FI network, which is not reliable or available in certain areas of the building.
- Improve the performance and control of the HVAC system throughout the building. Humidity is a major issue for a number of classrooms. Many other classrooms are either too hot or too cold without any regularity.

STUDENTS - For the Students, the survey results showed that the most important concerns for the existing building are: 1) Occupant Comfort, 2) Technology Infrastructure, and 3) Auditorium Improvements. When asked what the school is currently lacking, the most common response from the Students was Outdoor Gathering Space. Student Union/Commons and Flexible Meeting Spaces were the second most popular responses. Below is a list of other key points and common themes gathered from the Surveys and the Follow-Up Meetings with the Student Representatives.

- Improve the Auditorium by increasing the stage size; improving the acoustics; increasing the overall size and seating capacity for the Auditorium; and upgrading the Theatrical Equipment.
- Increase the number of small meeting rooms for Student use. Provide meeting rooms that would be available for students after hours.
- Provide additional student toilet rooms that are distributed evenly throughout the building.
- Provide outdoor and indoor gathering spaces with comfortable seating.
- Provide comfortable moveable furniture throughout the Library/Media Center. Provide more lounge/study areas in the Library was selected by 80% of the Students.
- Increase the size of the Art Classrooms. 82% of the Students that completed the survey responded that they would like to see the Art Rooms increased in size.
- Improve the Gymnasium and associated spaces by increasing the overall size of the Gymnasium; providing adequate ventilation and upgrades in the Locker Rooms; and providing air conditioning in the Gymnasium.
- Upgrade School's WI-FI network. 87% of the Students rated the WI-FI reliability and signal strength as a 3 or less on a scale of 1-5 where, 1 is "Poor" and 5 is "Excellent".

HIGH SCHOOL ADMINISTRATION AND STUDENT SERVICES – See below for a list of key points and common themes gathered from the Surveys and the Follow-Up Meetings with the HS Administration and Student Services.

- Provide additional flexible meeting spaces in the building, including confidential meeting areas. 85% of survey respondents stated that they have acoustical, privacy, or noise issues in their space.
- Provide a space where the entire student body can meet for assemblies and pep rallies.
- Provide a more secure Visitors Entrance that can be easily monitored.
- Increase the size of the Cafeteria and Kitchen Serving Areas to allow the number of lunch periods to be reduced from four periods to three periods.
- Reconfigure and relocate the Main Office and Attendance Office closer to the Main Entrance. Relocate the Health Suite to be adjacent to the Main Office. Relocate the Guidance Suite and provide it with an exterior entrance.
- Provide areas for student gathering for use before or after school.
- Provide air conditioning for the Gymnasium. The Gymnasium is frequently used for large group testing, and a lack of air conditioning has made for uncomfortable testing conditions.
- Provide and improve areas for large group standardized testing.
- Provide additional natural light for the Administration and Student Services offices. 77% of the survey respondents stated that they do not have sufficient natural light.

ATHLETIC AND EXTRACURRICULAR LEADERS - See below for a list of key points and common themes gathered from the Surveys and the Follow-Up Meetings with the Athletic and Extracurricular Leaders.

- Provide large group and small group flexible meeting space within the building for Athletics, Student Clubs, or Student Activities.
- Provide a dedicated Dance Room.
- Increase the basketball court size and spectator capacity of the Main Gymnasium. The Main Gymnasium is not large enough to support the needs of a 6A WPIAL school. There is a need for additional Gymnasium space that would be available for multiple winter sports at a time.
- Provide a separate entrance for Athletics and the Auditorium that can be controlled after-hours.
- Update and increase the size of the weight room and training room.

- Provide a general fitness room with cardio equipment that is separate from the weight room.
- Increase the size of the Pool from six lanes to eight lanes. Additional desires for improvements to the Natatorium include: increase the size of pool deck, increase the spectator seating, and provide adequate ventilation.
- Provide separate locker rooms for the Natatorium.
- Provide larger gathering spaces with access to concession areas during events.
- Provide separate locker rooms for team sports with space for team to assemble and meet.
- Provide a dedicated Wrestling Room separate from the Auxiliary Gymnasium.
- Provide storage space for Athletics that is not shared with Physical Education.

FOOD SERVICES STAFF - See below for a list of key points and common themes gathered from the Surveys and the Follow-Up Meetings with the Food Services Staff.

- Increase the size of the Cafeteria and the Kitchen Serving Areas to be able to support a reduction in the number of lunch periods.
- Improve the flow, function, and aesthetics of the Serving Areas to provide a more modern-day Food-Court Cafeteria experience for the Students, including a Breakfast & Snack Shop.

CUSTODIAL AND MAINTENANCE STAFF - See below for a list of key points and common themes gathered from the Surveys and the Follow-Up Meetings with the Custodial and Maintenance Staff.

- Provide sufficient general storage space within the building that can be utilized by the Custodial Staff for equipment and supplies. As teacher planning space or curriculum storage space has been needed throughout the building, the Custodial Storage space has been greatly reduced.
- Improve the control of HVAC systems within the building especially in the most problematic areas, which are the Gymnasium, Auditorium, and Natatorium.
- Provide a Breakroom sized appropriately for the department.
- Improve access/flow for deliveries and storage. (Short term and long term)



Feasibility Study for Peters Township High School

Public Stakeholder Focus Group Meeting

Wednesday, June 8, 2016
Peters Township High School Library

ATTENDEES:

Lisa Anderson - School Board
Rebecca Bowman - School Board
Ron Dunleavy - School Board
William Merrill - School Board
Sue Smith - School Board
Dr. Jeannine French - Superintendent
Vince Belczyk - Business Manager
Shelly Belcher - Communications Coordinator
Brandon Womer - Director of Facilities
Lori Pavlik - High School Principal
Christian Lesnett - High School Assistant Principal
Myra Oleynik - Peters Township Library Director
Brian Schill - Director of Chamber of Commerce
Cindy Phillips - Owner of Kickline Dance Studios
Michele Harmel - Director of Parks and Recreation
Harry Fruecht - Chief of Police
Douglas Grimes – Deputy Chief of Police

TOPIC ONE: CURRENT USE OF HIGH SCHOOL

- Chamber of Commerce Award Ceremony (not for meetings)
- Outdoor Stadium used for Charitable Fundraisers
- Stadium/ Parking Lot used for Relay for Life
- Police conducts Mock Drills with Staff, Security walk-throughs
- Police use parking lots for Motorcycle safety course
- Church Groups
- WPIAL Playoffs (smaller schools)
- Park and Recreation Department - shares use of Gym/Pool
- PTA/PTSA Groups hold meetings
- Johnny Appleseed District Quartet is held annually and PT was host in 2015
- Other schools in District use building for staff development activities

Summary: The High School facility is used by an array of Community and School District Groups to host occasional events but is not part of routine use.

TOPIC TWO: IMPROVEMENTS TO HIGH SCHOOL

- Larger Auditorium to handle large venues – interior improvements (seating, performance, AV technology)
- Larger Gym to handle large venues – air conditioning in Gym

- Larger Cafeteria to handle social events
- Dedicated ticket window for events
- Provide space like “Firehall” type facility
- More Flexible spaces with good AV technology
- Better Wi-Fi access throughout building
- Spaces for community groups to host reception and changing areas
- Need Large Group Instruction areas
- Larger Natatorium space – more lanes, deck and seating area too small (140 kids a day use the Facility, current air quality is conducive for 39 people)
- Water temperature is too cold due to swim competitions
- Building zoning to provide access to separate areas in school at different times
- Admin offices/secured vestibule located near main entrance for better entrance control
- More bathroom space for events/after-school activities

Summary: A clear theme that came out of topic two is related to the need for larger and additional spaces, flexible spacing options and LGI meeting areas. Security was also an important discussion point with several areas identified to improve security.

TOPIC THREE: FUTURE OPPORTUNITIES FOR HIGH SCHOOL

- College/University- Adult Education/College-level classes, co-op classes
- Space for Library special events, more study/privacy rooms
- Dance recitals in Auditorium
- Auxiliary LGI Space for large community gatherings/meetings
- Career Fairs, need for multiple unused educational rooms so vendors can be set up all day
- Gym for numerous community events
- Cheer/Dance Competitions (be cognizant of surfaces for different types of dance; tap, clog)
- Overlapping events will require several large multipurpose spaces
- Outside Groups/Performing Arts
- Booster Groups/Banquets
- Food/refreshment set-up / Café separate from Cafeteria
- Athletic/Competition space
- Capitalize on expansion of South Hills area by becoming “central community gathering point”
- Large LGI with auditorium seating for guest lectures - space for 100 seats

Summary: There were a lot of ideas for using the facility if more space and flexible rooms were available. The ideas represent both opportunities for School District and Community use.

GENERAL “PARKING LOT” ITEMS

- Discuss school policy on how renting space works
- Difficulty allowing use of Cafeteria without training on equipment
- LGI Space can qualify as reimbursable space through PlanCon
- Largest community multi-purpose room is at Rec Center and accommodates 60 people

Summary: Several items were recorded in the “Parking lot” list. Parking lots items didn’t fit into a topic above, but are considerations for the Feasibility Study and School District.