

## Meeting Minutes – MS Special Education

### Attendees

#### SitelogIQ

- + Ryan Gram – Project Design
- + Jonathan Peterson – Architectural Project Manager
- + Sophie Palma - Intern

#### Oconto

- + Emily Miller – Superintendent
- + Megan Mills-Koehler – Director of Student Services/Special Education

### Introduction

#### Addition of 2 Small Classrooms

- 2 teachers will be working w/ 30 students grades 5-8 throughout the day
- 2 small classrooms to support 15 students each
- Include smaller work areas w/in for students who are easily distracted
- Classrooms should be accessed from corridor
- Need for a sink, refrigerator, counter space

#### Addition of Speech Therapist Office

- Should be accessible from corridor
- Particular location w/in suite doesn't matter too much

#### Sensory Room

- Need 1
- Accessible from corridor
- Would be nice to have it attached to classrooms as well
- Room for crash pad
- Big enough to allow for some movement (10' x 10' room sufficient)

## Large Motor Room

- Doesn't need to be that big
- PT/OT doesn't necessarily have to move (if there's an issue w/ space needs), but it would be nice to include it in special education suite
- Provide attached storage room
- Some larger equipment could be stored in existing PT/OT room if space is an issue

## Maintain Space for ALR

- Possibly slide all programming to the left, shrink the large motor room, so ALR space can be attached to neighboring office
- 10' x 10' room for ALR in top R corner (access to corridor)
- Used as a reset room to calm down & re-focus for students outside of special education
- Big enough for 3-4 students at a time
- Include some desks, comfortable/flexible seating
- Maintain some of waiting area for office (currently has some bean bags)

Discussion

## New Layout

- 2 classrooms w/ central core in between
- Central core should include...
  - Sensory room
  - Possibly storage
  - Larger RR w/ shower & changing table (do not need to provide second bathroom if 1 fits everything)
- Provide a corridor that connects classrooms
  - RR relocated to exterior wall
  - Provide extra storage space

Next Steps

## Explore the Following

- Types of furniture/equipment these different spaces require to help w/ room allocations

- Consider storage of larger equipment for large motor room in existing PT/OT room
- Determine size needs of classrooms & find out what space we have left to fit motor room & ALR room

The forgoing and attached is believed by the author to be an accurate and materially complete reflection of the discussions described. Request for any corrections or additions to this document should be forwarded to the author within five business days. Thereafter, this document shall be deemed the official record of the discussions described herein.

