

School Design Team Meeting Minutes

Cleveland High School

Meeting No. 2 / November 7, 2002 / 3:00 p.m. / Cleveland H.S. Library

1. Additions/Correction to prior week's meeting minutes:

- A. None

2. Cleveland High School – School Design Team Meeting:

The purpose of the meeting is to continue the development of Cleveland High School's Transformation plan, which will result in an education program and specification document.

- A. Meeting opening statements (Larry Matsuda, SDT Facilitator).
 - 1) Stephanie Haskins is currently unavailable due to a death in the family.
 - 2) Review of the goals for this meeting (Larry Matsuda).
 - 3) No review or comments on the last SDT meeting minutes.
- B. Review of past SDT meeting exercise on Venn diagrams (Larry Matsuda)
 - Summary review of the Venn diagram results.
- C. School tour discussion (introduction by Ralph Rohwer, Heery International).

Several possible school sites to visit were discussed;

- 1) Bellingham High School and Squalicum High School
- 2) Edmonds-Woodway High School and Meadowdale High School
- 3) Ballard High School
- 4) Renton High School

SDT members were asked to consider these choices and make a final recommendation by the next SDT meeting.

Target date for school tour: December 6, 2002 (per Liz Cooper).

3. Orientation (project information by Ralph Rohwer)

- A. Presentation of project fact sheet (attached).
 - 1. Project scope
 - 2. Project budget
 - 3. Project milestones
- B. Presentation of importance of milestone dates per overall Project schedule.

4. Review & Discussion of SDT Homework Assignment (Larry Matsuda)

- A. Report out on school issues to consider based on Web site data:
 - 1. Safety
 - 2. Accessibility
 - 3. "Schools as laboratories" (with technology infrastructure)

4. Large and small group accommodations
5. Considerations for "core" support functions: rest rooms/sinks
6. Communication systems (hard wire for technology)
7. Schools serving the community
8. Small schools better for control
9. Accommodate all learning capacities
10. Align architecture with school needs (program)
11. Whole school design for the community

5. Review & Discussion of Handouts (Larry Matsuda)

- A. "Governing by design"
- B. Learning communities in the literature

6. Discussions on SDT School Visits to other schools (Ted Howard, Principal)

- A. Oakland, California – autonomous school
 1. Small school – 250 students
- B. El Paso, Texas. – Riverside High School
 1. Traditional 60s style school using a small school concept

7. Small School Presentation (Victoria Bergsagel, Architects of Achievement)

**8. Introduction / Presentation of Mahlum Architects
(Brent Compton & Mark Cork, Mahlum Architects)**

9. Cultural Assessment – Reflective Activity (Larry Matsuda)

- A. Handout for SDT review and homework assignment
- B. Report findings at next SDT meeting

10. Adjournment

- A. Next SDT Meeting: November 21, 2002 at 3:00pm

The preceding Minutes are the Construction Manager's interpretation of the items discussed and decisions reached at the above referenced meeting. Any persons desiring to add to or otherwise change the Minutes are asked to put their comments in writing to the Construction Manager not later than **November 20, 2002**; otherwise the Minutes will stand as written.

The preceding Minutes were prepared by David Wilson, Project Manager.