

School Design Team Meeting Minutes

Cleveland High School

Meeting No. 22 / October 9, 2003 / 3:00 p.m. / CHS Library

1. Introductions and Announcements

- A. Notice to the School Design Team and the school:
 - i. One of the historic oak trees has been found to be so ill as to pose a safety risk (as determined by the architect's landscape/arborist report). The District has been notified of this issue and they will take steps to cut the tree down. A date for this is not currently known by the project team.
- B. The Schematic Design package is tentatively scheduled for a November 5th Board presentation (this date may change). The project team would like as much school and community participation at this presentation meeting as possible.

2. Schematic Design - Update

- A. The design team is concentrating its efforts on meeting with the individual academies to complete the room data information gathering and layout designs.

3. Ed Specs and Room Data Information (Mahlum Architects)

- A. Infotech, Global Studies, and HEAL expressed a preference for meeting during their faculty meetings on Wednesday afternoon. Global Studies is scheduled for October 15th at 12:45 p.m. HEAL is scheduled for October 22nd at 1:45 p.m.
- B. Arts & Humanities prefers not to meet Wednesday afternoons. Other arrangements will be made.
- C. Infotech requested that a tour of Truman High School in Federal Way be arranged. A tentative date of October 29th was set; Mahlum will coordinate.
- D. Arts and Humanities Academy meeting discussions:
 - i. The school has realized that a second science lab is needed to fulfill state science requirements at full capacity.
 - ii. Faith Beatty stated that an additional classroom is also needed. Mahlum is reviewing anticipated scheduling at full capacity to confirm.
 - iii. Further concern was expressed about separating art and shop functions. After some discussion, it was determined that the street level is the appropriate location for these functions given grade level access from two sides.
 - iv. It was determined that the wood and metal shops are larger than necessary. Mahlum will reconfigure the street-level space to incorporate the ceramics function (including kiln room), allowing the current drawing/painting/ceramics lab to become a more generic project lab.
 - v. More study is needed before locating an additional science lab.
 - vi. Mahlum asked whether the proposed faculty lounge could be reconfigured into a shared teacher planning space so that each faculty member could have their own desk. Faith stated she didn't care as long as she had space in her classroom to store her things. As no clear direction was given, Mahlum will proceed with the development of two planning spaces as that appears to be the preference in the other small schools.

4. Next Meeting

A. Next Meeting: October 23, 2003 at 3:00 – 5:30 p.m. at CHS Library.

5. Adjournment

The meeting was adjourned at approximately 5:30 p.m.

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 **October 23, 2003**; otherwise the Minutes will stand as written.

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