

BEX IV Capital Projects School Design Advisory Team (SDAT)

The School Design Advisory Team (SDAT) is a group of stakeholders unique to each project who work with the District capital staff and project Architects in the critical early design stages of each major construction project. The SDAT meets for two to three months to help develop the overall project vision, key concepts and strategies that guide the design team in developing the project plans. Twelve to fifteen members are selected and include members of the school staff, the architect, District capital staff, PTSA/parents and community representatives.

The SDAT is formed when the school principal sends a one page questionnaire to interested stakeholders, who respond and are selected for the SDAT based on a broad range of criteria. The school principal plays a prominent role in leading the SDAT discussions, and the SDAT is augmented by representatives of the District Capital and Planning department and designers.

SDAT members first create a set of goals and visions for the project, which help guide more detailed discussions. Decisions by the SDAT are typically based on consensus, and there are ground rules which encourage all members to contribute, to be respectful, and to think creatively. The SDAT typically meets every two weeks for two to three hours. The team can meet as many as ten times, and may additionally have a number of workshops or tours of high achieving schools in the area.

The following are a sample of agendas for the first series of SDAT meetings:

<u>Workshop # 1</u>	<u>Workshop # 2</u>	<u>Workshop # 3</u>	<u>Workshop # 4</u>	<u>Workshop # 5*</u>
Project Orientation • Introductions • Project Overview • SDAT Rules and Responsibilities • SDAT Guiding Principles of Design • Resource Materials • SDAT Meeting Schedule • Expectations and outcomes • Project Visioning and Goal Setting.	School Tours • Critique using Attributes of High Achieving Schools	Visioning and Goal Setting • School Tour Recap • Design Charette (Collaborative session in which a group of designers drafts a solution to a design.)	Conceptual Design Presentation • Review and refinement of conceptual design	Conceptual Design Presentation • Review and refinement of conceptual design. * More meetings, including workshops, may be added to the schedule.

For more information about BEX Excellence IV (BEX IV) Projects and the Pre-Design Process, visit:
<http://bit.ly/SPSBEX>

For more information about Capital Projects and Planning, please visit:
<http://www.seattleschools.org/modules/cms/pages.phtml?sessionid=f36c13dddc9b35908e382ab722deefd1&pageid=211190&sessionid=f36c13dddc9b35908e382ab722deefd1>