



QUATTROCCHI KWOK
ARCHITECTS

24 May 2017

Encinal High School

Design Committee Meeting Number 2

8:00 a.m. at Encinal HS College and Career Center

Attendees

Daniel Hurst	EHS Principal	dhurst@alameda.k12.ca.us
Sarah Stickle	Teacher	sstickle@alameda.k12.ca.us
Kelly Andrews	Counselor	kandrews@alameda.k12.ca.us
Tracy Allegrotti	Dean	tallegrotti@alameda.k12.ca.us
Christina Craig	Equity of Family	ccraig@alameda.k12.ca.us
Eric Schoeffler	Teacher/CTE, VAPA	eschoeffler@alameda.k12.ca.us
Aaron Williams	Science	awilliams@alameda.k12.ca.us
Caroline Ardourel	Classified	cardourel@alameda.k12.ca.us
Kevin Garham	Athletic Director	kgorham@alameda.k12.ca.us
Jillian Mooney	9 th Grade Student	jilmoo969@ausdg.us
Gabriella Gustafson	11 th Grade Student	gabriella.gustafsson14@gmail.com
Sarah Olaes	Parent	sarah@alamedaeducation.org
Robbie Lyng	AUSD	rlyng@alameda.k12.ca.us
Sofia Veniard	QKA	sofiav@qka.com
Haley Maddigan	QKA	haleym@qka.com
Mark Quattrocchi	QKA	markq@qka.com

- Introductions: Everyone introduces themselves
 - Meeting Number 1 Minutes were distributed to all committee attendees except for Caroline Ardourel. Any Comments or clarifications? None.
- Review of Last Meeting & Goals for Today's Meeting
 - Mark provides a review of conclusions from the last meeting. The two design schemes presented at the last meeting have been combined and revised to incorporate direction from the Design Committee. The goal is to listen to the Design Committee and create the best Schematic Design option to pursue for future estimating.
- Review Revised Scheme – Site “Option C”
 - Mark presents new site “Option C”. This option further revises the front entry, the parking lot (providing more parking), and provides more green space between Building 700 and Building 200.
 - The Design Committee likes the overall front entry re-design presented in “Option C”. The connected parking lot and drop-off lane is a concern (cars should not be able to turn left in front of cars in drop-off lane). QKA discusses some possible alternative solutions with the group, including possibility of providing separate access for the parking and drop-off lane.

- The potential parking lot west of the 600 and 700 buildings would be useful to the campus. The Design Committee wants enough space for large trash trucks to drive through the parking lot safely. The road on the west side of the campus is most likely an easement and city property. The road could potentially be used by large garbage trucks (need approval from city). Campus garbage is currently located west of the Auto Shop. QKA will at other possible options for the garbage location (possibly at new south parking lot). Add gate at end of parking west of building 600.
- Mark asks about activities that could take place in the front quad. It could hold large events and activities. A raised platform or stage-like space would be great and needs electrical access. Seat-walls, raised knolls, curved seat walls with trees were discussed. Students are allowed to eat lunch out front. The design of the seat-walls can discourage skateboarding on them. The front quad would also be a great space for outdoor learning.
- Mark and Sofia present the option to add 14 more parking spaces at the north-west corner of the campus. The space currently holds portables, storage, and community garden. The Design Committee likes the option to have 14 more parking spaces, but wants enough space for storage is accounted for in the new design. A fence and trees are proposed between the parking lot and the street. The parking lot would be an improvement in terms of safety and visibility.
- Does the community garden have to be relocated?
- The Design Committee likes the proposed south parking lot with 35 spaces. The design should include lighting to illuminate both the parking lot and the paved black-top area. The design includes pole lighting at the parking lot and exterior lighting at the Gym to be used for night football games.
- Need additional storage for drama and music when renovate Building 700 stage area.
- Fix or replace athletic field portable (PE portable).
- Sofia and Mark present the updated Admin. Addition floor plans.
 - Administration Space: Minimal changes were made to the floor plans. Door locations and the service windows for Attendance and Treasury Office are now shown on the plans. The consensus is the Attendance window should be moved outside of the atrium space and to the north side of the building. The second nurse's office door should be deleted and is not necessary. Need to add supply storage at the new admin space.
 - Student Health Center: Consensus to schedule a future meeting with some of the Student Health Center staff. The location off of the main second floor corridor is good. Daniel gives QKA a list of requirements for the Student Health Center. Options for the center need to be discussed further at a future meeting with the health center staff.
 - Dean's Office: The plan is showing a waiting room area off of the Dean's Office. The waiting room space will need to have supervision from other staff members. The group reached a consensus that the space should be relocated adjacent to the Student Justice space, so they share a waiting room.
 - Student Justice: The current plan shows an office and a conference room off of the main student justice space. Group thinks Student Justice needs 2 separate spaces. To confirm and clarify with the Student Justice Center.
- Review Revised New Building Scheme
 - Positive feedback received on overall design and classroom layout. Need to review option of break-out spaces in science classrooms at a future meeting with science teachers.

- Potential bike parking location is shown on the revised plan. Bike parking in multiple locations would be ideal. The main locations should not be in the front of the campus needs to be in interior of school. Currently inadequate bike parking. Robbie suggests considering stackable bike parking.
- Suggestions to add display cases throughout campus and at entrance.
- Are lockers needed? Are junior jets lockers needed? Perhaps for 7th grade and older.

- Science Modernization
 - Need to review with science teachers at a future meeting. Only one science teacher was in attendance.

- Some of the following items were picked up in side bars or after the meeting, but are here mentioned to acknowledge that we won't forget in the final design:
 - Daniel to schedule future meetings with specific groups sometime between June 6th and June 8th.
 - Student Health provides some medical services to students.
 - Current space is approximately 1200 sf. Robbie is going to check on licensing and county requirements.
 - Science:
 - Lab 103 needs to be larger and/or more flexible. Current teacher uses long side for teaching, and proposed floor plan long wall too broken up.
 - Flexible desks: Alameda layout too traditional
 - All science classrooms need storage area. Outdoor storage is for Marin Biology.
 - Break out spaces valuable for science classrooms. Need separate spaces for 6-8 students. Useful for special ed and testing.
 - Student Justice:
 - Main space should be large enough for group meetings.
 - Needs adjacent office for teacher and an adjacent conference room.
 - The campus needs a space somewhere that can accommodate a circle of 20 students.
 - Classroom current count:
 - JJ only:
 - (2) 7th & 8th grade science, (2) 6th grade science & math
 - (8) regular JJ classrooms
 - Total classroom count (JJ and High school):
 - (62) classrooms (not including PE portable)
 - Latest design 64 classrooms, including 1 maker, not including PE portable, and not reduced by one for larger health center.
 - Is maker space enough for future expansion? Or make new building 1 more classroom if expand health center?

Next Steps. QKA to

- Prepare and distribute notes to attendees.
- Revise site and building plans per today's meeting, for presentation after the summer.

Next Meeting: TBD between June 6 -8.