QUATTROCCHI KWOK
ARCHITECTS

MEETING RECORD

1331.01- B.2

January 13, 2014 3:30pm

Alameda USD Master Planning

Edison Elementary School -Master Planning Committee Meeting

Attendees:

Ray Keck, Project Manager, QKA
Cam Hawing, Job Captain, QKA
Also see sign-in sheet attached

Distribution:

Via District Website

Master Planning – Edison Elementary School:

1. Needed improvements and/or new facilities:
   a. Offsite improvements (safe routes to school)by others
   b. Site Improvements:

      Pick up/Drop off:

      - There is no parking lot in this school site.
      - There are 2 designated areas for drop off, works ok.
      - White curb defines drop off areas.
      - Parents double parking at all sides of school at drop-off creating traffic.
      - There are (6) pedestrian entrances to school campus.
      - Drop-off traffic creates student road crossing dangerous.
      - Parents park and wait for their students in their cars creating traffic.
      - Create dedicated drop - off area in front of school will help with traffic.

      Security:

      - Need gates to control access and flow.
      - There is community access to the playground and fields.
      - There are 2 corner gates locked during school hours.
      - Vandalism on campus – arson.

- Outdoor lighting is appropriate but not optimal, was improved last year.
- Fence high enough to deter people (ornamental where appropriate).
- Need an overall security facility plan for efficient flow.
- Campus need to be easier to maneuver between buildings after hours.

Playgrounds/ Kinder Playgrounds:

- Playground has rubber floor, still hard for special need kids to access.
- Playground needs to comply with ADA accessible paths.
- Play structure may need improvement for ADA
- Need more sensory games for Special Ed students.
- Special Ed students have limited access/area is not fenced (as required).
- PE /perceptual motor room- located w/door onto play yard.
- PE Portable may need to be replaced.

After School and Enrichment:

- Daycare classroom need a door to street side.
- Enrichment meets at MPR and classrooms. Seems appropriate.

c. Buildings

Administration Building

- More bathrooms for staff (only have 3)
- Hot water required.
- Need waiting area for parents, and students.
- Need to identify school entrance easily.
- Need of directional signage throughout campus. Bigger signs.
- Need of 2 small offices for testing, RI/EL specialist rooms, etc, with technology.
- New Clock/Bell/PA System (like Otis ES)
- Need a large meeting room
- Visitors can't locate the main office; there is no visibility from outside.
- School is a facility that is a center of the community under regular use, on weekends…
- Design of school should complement the surrounding homes.
- Dumpster and other equipment in front of school –doesn't look good.

Multi-purpose room

- Consensus that the MPR is too small for number of activities.
- MPR size is small for science fairs.

- MPR serves 2 lunch periods, 90% of school year lunch is eaten outside.
- Music class is at the MPR, music needs its own dedicated classroom.
- Need of 1 large assembly room for the school.
- PA system needed, Stage is portable, non ADA accessible.
- Bathrooms lacks of natural ventilation – issue for change of diapers.(Special Ed)
- 68 kids at afterschool program, (24 are kindergartners).
- MPR is divided everyday for all different programs.
- Noise level is an issue.

Classrooms

- Are you willing to lose some space from current building footprint to allow more play space?
- Would be good to build 2 story permanent classroom wing instead of portables.
- Our Facilities needs major renovation, not just "band-aid "fixes.
- Safety is a priority.
- Classroom 5 & 6 are small, hot and noisy.
- Need of toilets at classrooms for Special Ed.
- Heater works some times and AC needs retrofit.
- Need teachers control thermostat at each classroom.
- Need healthy lighting and air circulation/filtration.
- Need to improve window coverings.
- The Intercom system is old, need to be replaced.
- Need reliable Wi-Fi, outlets – technology. Smart boards done by PTA.
- Need additional Laptops to complete a "class set".
- More classroom storage is needed.
- There is interest from the community for Science/Art/garden space.
- No need for science classrooms, teachers can teach in their own classrooms.
- New PE classroom with office and equipment, adaptive PE (currently in storage).
- All classrooms should have a sink and hot water.
- Classrooms need flexibility with moveable furniture.
- Teachers are very autonomous in this school.

Special Educational Spaces

- Special Education
  - Update entire campus to be wheelchair accessible and safe for students with low vision.

- New gate and fence so that students do not have direct access to street at classroom wing (1-4).
- New large, ventilated restroom attached to classroom.
- Need easy access to bus and playground.
- Wheelchair accessible playground.
- Reliable air conditioning.
- Need hot water
- Need of Washer, Dryer, Dishwasher and Kitchen area for learning in Special Ed classroom
- Need to improve lighting and acoustics.
- Built-in soundproof quiet area (room within a room)
- Install additional electrical outlets for use of technology.
- Anticipate technological needs.
- Ergonomic furniture for students and staff.
- Accessible garden.
- Large walk-in area for equipment (wheelchairs, walkers, standers)

Library/Media Center

- More shelves needed. Library to become 2nd to computer lab.
- Nice room environment to keep.
- Need to have a partition between library and Computer lab – Glass wall.
- Consider ideas for design based on school needs.

Other

- What upgrades are needed for Edison ES to be a 21st Century learning environment? Thing Big!
- School Garden – footprint is appropriate
- Preserve the bike rack areas (2)
- Preserve our Storage Container for emergency supplies – impressive.
- School is into Go Green effort.

Next Meeting Date: Monday February 3, 2014 at 6:00pm.