



QUATTROCCHI KWOK
ARCHITECTS

January 28, 2014

3:30PM

Alameda USD Master Planning

Henry Haight Elementary School-Master Planning Committee Meeting #1

Attendees:

Nick Stephenson, Project Manager, QKA

Chad Crain, Job Captain, QKA

Also see sign-in sheet attached

Distribution:

Via District Website

Master Planning Henry Haight 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:

- Campus is sandwiched between two busy streets – Santa Clara Ave and Lincoln Ave. Traffic is heavy on both.
- There is no off street drop off area at either street, and there is no visitor parking. Thus, drop off happens at the curb of both busy streets, and the available curb for drop off is limited to about three car lengths on each street.
- Parents often double-park on Lincoln during these times.
- The group wants to know if they can create an on-site drop-off that would be safer.
- It was suggested that a drop off lane be installed along the west property line, with the entrance coming from Santa Clara Ave and the exit leading to Lincoln Ave. Parking could be created along the west edge of this drop off lane. This would require relocating the portables at the back of campus (These portables house special education and child care).
- There is a small garden space between the portables and Lincoln, they want to get rid of it and maybe replace with bike racks

Security:

- Presently there are two entrances into the building from Santa Clara Ave, and they are both difficult to supervise.
- They have a full perimeter fence. The only gap is behind the staff parking and the boiler room. Right now, they do not maintain the perimeter gates
- They would like a gate in the kindergarten area, so the parents can pick up the kids without accessing the hall in the building.
- Would like better outside lighting. "All around campus is dark"
- They would like motion lights and the ability to have after hours events.
- Relocate and consolidate Bike parking, would like cage. "There are two racks now"
- They want to be able to secure the bikes during the day

Playgrounds and Play Fields:

- There is a play structure and garden area adjacent to the ball field that they would like to keep. Lighting could be improved and or fencing installed because this space becomes a teenager hangout in the evenings. Would like to modernize the upper class play structure if possible.
- There is a Kindergarten playground and play structure at the east side of the building. The yard is in need of resurfacing and the play structure is in good shape, but it appears to be for preschool age kids. Would like to replace it with one for designed kindergarteners.
- Kindergarten play area is too small, it is about 1/2 the size that they would like it to be.
- Maybe expand towards the heritage oak tree in the southeast corner of the site?
- There is no shade presently at the playgrounds. They like the idea of an outdoor shade structure to the east of the MPR. "They like Ruby ridge type set-up". Maybe achieved by solar panel covers.
- They want to look into a grey water system.
- They would like a rain catch to be used for irrigation
- There are a few spots where site drainage is poor and water collects. The black top along the Lincoln Avenue property line floods and causes a problem for the drop-off.
- The playground slopes are in excess of code standards and will need to be regarded and repaved.
- The PE teacher said that there should be absolutely no reduction in the size of the black top in order for her to execute the PE curriculum, particularly with respect to the mile run, which is executed regularly.
- It was suggested that if asphalt area is reduced do to installation of new drop-off, a jogging path could be installed around the field to compensate.

- They would like to see the large basketball court removed and more age appropriate court striping be installed.

c. Buildings

Administration Building

- Presently there are two entrances into the building from Santa Clara Ave, and they are both difficult to supervise. The idea of eliminating the easternmost entrance was received well. (east entrance would need to be maintained as an emergency exit only).
- Reception presently has its "back" on the entry. Reconfiguring the reception for better supervision of the entry is a priority to the group.
- Staff would like more natural day-lighting if possible.
- Staff would like natural ventilation - i.e. operable windows – if possible.
- Improved lighting and energy management systems are required.
- Need furniture storage
- They want more windows that face the street for eyes on the street, and for daylighting
- They would like a larger conference room with adequate storage
- They would like to bring the counselor into the admin space. "There is a counselor that is onsite 3 days a week. She is currently in a classroom"
- Need nurse's office/area. "The nurse is only on-site 3 hrs a day"
- They are not opposed to moving the admin closer to the road
- They would like some more storage.
- Would like Columbine style locks, intercoms and shades on the windows.

Toilet rooms and Circulation

- Restroom on the second floor are hard to supervise because they are tucked back around a corner at end of hall, Would like them more centralized if possible.
- They want low-flow toilets in all the restrooms.
- Stairwells are hard to supervise and have poor acoustics. Requested that we reconfigure railings so that they are not climbable. Requested that we improve acoustics and supervision
- Wish-list item, would like to have a kitchen classroom that has access to a garden and a full-time garden/science teacher
- Currently there are exterior patios at all four second story corners of the building (see site plan). They
- Would like to continue using the patios for break-out space. Would like to add a door to classrooms that face the patios (presently only one of two classrooms have doors at each patio).

- Teachers lounge
 - Want hot-water in the teachers room
 - They would like to modernize the cabinets, The cabinets are metal for the 60's
 - Like to have Skylights
- Office space would like to be reconfigured. They want eyes on the main entry.

Multi-Purpose Building

- The outside wall is used as a ball wall on the playground side.
- Need to improve access to the bathrooms from inside the MPR so boys don't need to go outside to access the boys toilet room. Need to relocate the exterior door to the bathrooms for improved supervision from the playground (presently the door is around the side of the building).
- Need table storage. "The tables and chairs are on racks stored within in the main room rather than in a storage room.
- Would like to see a re-configuration of the kitchen/servery to improve traffic flow. Presently students pay as they pick-up the food. It's all one line. The same person serving them collects the money.
- Would like to relocate Staff work-room, which is presently the old PE storage room.
- MPR needs improved lighting and acoustics.
- Would like to keep the existing sliding partitions which can divide the space in the MPR for different programs.
- Would like improved daylighting via clerestory windows or skylights if possible.

Classrooms

- They like the idea of doors between the classrooms to support collaborative learning programs.
- They would like more operable windows. "Lower windows do not open, uppers do."
- South side of the building gets too much heat gain from the sun. Would like some shading of the buildings, passive solar. Like shade awnings.
- They would like the kindergarten n classrooms to be adjacent to each other on the same side of the building and adjacent to the k-play area.
- Would like a parent pick-up area outside adjacent to the K-play area to alleviate congestion within the building corridors at pick up time.

Special Ed/Learning Center

- Create a learning center with speech and Special Ed and breakout space.
- Presently there are portables at the back of campus that are for special education, but that do NOT serve Haight students. It was unclear whether or not these special education classrooms are run by the District or by the county.

Daycare

- Two facilities on site:
 - First is WCDC: houses 33-45 kids in large portable in back of campus adjacent to the special education portables.
 - Second is "leaps" program: houses 98 kids housed in the MPR.

2. Next Steps:

- a. Review Agenda from meeting 1
- b. Present and discuss Draft Plan
- c. Review Prioritization

Next Meeting Date: Monday February 10 at 6:00pm