



QUATTROCCHI KWOK
ARCHITECTS

Agenda

Encinal High School - Facilities Master Planning Committee - Meeting I

January 22, 2014

3:30 pm

RE: **Alameda Unified School District - Facilities Master Planning**

1. Introductions (pass out the sign in sheet)
2. Ground rules and expectations for Master Planning
3. Overview of Master Planning process and work to date
4. Educational specifications – In progress
 - a. The “Innovative Programs” option
 - b. District standards for facilities
5. Facilities Assessments – Posted on Facilities Master Plan page of AUSD website
 - a. Brief overview of issues identified in 2012 Assessment
6. Demographics - Posted on Facilities Master Plan page of AUSD website
 - a. Current and projected enrollment
 - b. Current capacity in students and classrooms
7. Communications protocols
 - a. Communication to Design Team (email stanc@qka.com)
 - b. Communications from Design Team to District or Site Staff
 - c. Community input

Master Planning – Encinal High School

- I. Needed improvements and/or new facilities:
 - a. Offsite improvements (safe routes to School) by others
 - b. Site improvements
 - i. Pick up/drop off /parking
 - ii. Security
 - iii. Playgrounds
 - iv. Play fields
 - v. Other exterior facilities and/or spaces
 - c. Buildings
 - i. Administration (location and spaces)
 - ii. Gymnasiums/pools/locker/rooms
 - iii. Multi-purpose building/cafeteria
 - iv. Classrooms
 - v. Specialized educational spaces
 1. Performing Arts (Theater)
 2. Graphic Arts/Ceramics
 3. Science & Technology
 4. Music
 - vi. Library/media Center
 - vii. Community needed spaces (after school programs)
 - viii. Special education
 - ix. Health clinics
 - x. Restrooms
2. **Prioritization**
 - a. **Priority One** – Warm, Safe and Dry
 - i. ADA accessibility
 - ii. Building envelope including roofing, mechanical and electrical systems
 - iii. Fire alarm, security and communications
 - iv. Structural systems
 - v. Utilities infrastructure (power, data and other utilities)
 - b. **Priority Two** – Current Facility Needs
 - i. Additional teaching spaces
 - ii. Parking, circulation and traffic
 - iii. Information technology
 - iv. Architectural improvements
 - v. Site improvements
 - vi. Other spaces for collaboration
 - c. **Priority Three** – Future Facility Needs

Next Meetings: Wednesday, February 12, 2014 at 6 pm
Thursday, February 27, 2014 at 3:30 pm
Wednesday, March 19, 2014 at 3:30 pm
Wednesday, April 2, 2014 at 3:30 pm