



QUATTROCCHI KWOK  
ARCHITECTS

April 27, 2016

## Alameda USD District Standards – Technology and Communications Committee Meeting No. 3 @ Wood MS

Meeting Notes

### Attendees:

Nick Stephenson, Associate Architect, QKA  
Pieter Colenbrander, Electrical Engineer  
Shariq Khan, Interim Chief Business Officer, AUSD  
Roxanne Clement, Teacher Librarian  
Michael O'Neill, Teacher  
Lynn Kinsey, Teacher Librarian  
Susan Jones-Szabo, Teacher Librarian

Jamie Ferranti, PM, MOF, AUSD  
Rob van Herk, Director of I.T.  
Benjamin Lundholm, Teacher Librarian  
Connie Chapman, Teacher Librarian  
Diana Kenney, Teacher  
Erin Head, Teacher Librarian  
Jessica Lucio

### Distribution:

Attendees  
Robbie Lyng, Director of MOF, AUSD  
Brenda Parella, PM, MOF, AUSD  
Katherine Reilly  
Zoe Boese, Teacher Librarian  
Pieter Colenbrander, Electrical Engineer

Dana Adams, Teacher Librarian  
Janice Carroll, TSA Instructional Tech.  
Steve Allen, Teacher  
Deborah Kjelland, Teacher  
Jeffrey Gordon, Teacher  
Bethany Iping Ling, Classroom teacher

### Notes:

#### 1. Review of prototypical classroom

- Omit ceiling mounted projector
- all else keep. Infrastructure of all technologies excluding the ceiling mounted projector is the same so actual device selection will not require different infrastructure.
- allow for site specific adjustments to layout of device infrastructure.
- Include window blinds to control glare and ambient light for functionality of monitors
- Flexibility is important because in future any room can end up being used for a different purpose or grade level then currently assigned. So customizing tech infrastructure per grade level does not make sense.
- Move clock and speaker off center.

- Set up white boards so seam is not in the center.
- Use same prototypical layout for all grade levels
- Computer based labs - such as multi-media, gaming, coding etc., will require a use-specific infrastructure design so recommendation is to design the infrastructure for those spaces on a case by case basis.
- Look into “Diversatrak” for monitor mounting/white board assembly system
- Does measure I only cover tech and comm infrastructure, or does it cover any level of devices?

## **2. Libraries and Multi Use Spaces:**

- allow for a zoned layout, similar to how this room is laid out (the pilot tech space in portable 3 at Wood MS)
- Allow infrastructure so that libraries and multi use spaces can host groups of upto 50 people. so AV systems to amplify sound, multi screens off one laptop, zoning for medium and small group presentations, acoustics, etc. Movable furniture and storage also necessary for libraries to allow flexibility in this regard as well.
- Next steps:
- Rob will host teacher work groups in this space over the coming weeks. This will allow groups to use furniture and various AV technologies and provide feedback etc.
- QKA will develop the first draft of the tech standards and work with AUSD on how to share with committee - a meeting or via email of pdf, etc.

## **3. Next Steps**

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**Next Meeting Date:** TBD

Attachment:

- Sign-In Sheet
- Copy of sample floor plan drawing