

MEETING MINUTES

MEETING DATE: March 30, 2017
PROJECT NAME: Portola Valley School District - Facilities Master Plan
PROJECT No.: 16013
SUBJECT: Portola Valley Community Outreach Meeting
BY: Jen Winnett

This report, if not corrected within seven (7) working days of issuance, by an party in attendance, shall be acknowledged as an accurate report of events that took place at this meeting.

ATTENDEES:		DISTRIBUTION:
Eric Hartwig, Superintendent Jonathan Barth, Chief Business Official	ehartwig@pvsd.net jbarth@pvsd.net	Attendees
Dudley Carlson, Resident Hilary Giles, Parent & Resident Karen Tate, Parent & Board Member Jon Silver, Resident Kristen Shima, Staff at CSM Kristi Corley, Resident Karen Jordan, Resident & Past Board Member Dene Rowell, Resident Chris Bradshaw, Resident Lisa Buyer, Resident	dudley.carlson@gmail.com hilarypguiles@hotmail.com karentate@sbcglobal.net jon3silver@yahoo.com kshima@pvsd.net kristicorley@gmail.com karen-jordan@comcast.net denerowell@yahoo.com chris@africanlibraryproject.org buyerl@gmail.com	
<u>CAW Architects</u> Brent McClure, Principal Sarah Vaccaro, Project Manager Jen Winnett, Designer	bmclure@cawarchitects.com svaccaro@cawarchitects.com jwinnett@cawarchitects.com	

ITEM NO.:	DESCRIPTION:	ACTION BY:
2017.03.30-01	Purpose: - The purpose of this meeting was to meet with the broader Portola Valley community at the mid-point of the master planning process to summarize the emerging themes, collect input from the broader community, and discuss the community's priorities.	

2017.03.30-02	<p><u>Facilities Master Plan + Existing Facilities Overview:</u></p> <ul style="list-style-type: none"> - Project introduction by Eric Hartwig, Superintendent - CAW presentation (attached): <ul style="list-style-type: none"> - Overview of facilities master plan process <ul style="list-style-type: none"> - Phases: facilities assessment, community outreach, district-wide core planning, school site master planning, master plan documentation - Existing facilities assessment <ul style="list-style-type: none"> - Campus overview, history, program zones - Summary of process & outreach to date 	
2017.03.30-03	<p><u>Summary of Emerging Themes, Ideas, and Areas for Improvement:</u></p> <ul style="list-style-type: none"> - CAW presentation (attached): - Review of input and emerging themes from the following sources: <ul style="list-style-type: none"> - School Community Outreach meetings - District-Wide Planning Committee - Community Online Survey - Facility Master Plan Guiding Principles <ul style="list-style-type: none"> - A - Kids' learning comes first: <ul style="list-style-type: none"> - Student centered, "Core-education", find their "spark" - B - Consistent with Portola Valley aesthetic: <ul style="list-style-type: none"> - Rural nature, sustainable, durable - C - Cultivate strong community relations: <ul style="list-style-type: none"> - Community hub, relevant - D - Create an adaptable campus: <ul style="list-style-type: none"> - Flexible, scalable - E - Improve Campus Safety & Security: <ul style="list-style-type: none"> - Securely lock core, invite community - Emerging Themes: Priorities from Community Survey <ul style="list-style-type: none"> - 1. Modernize classrooms: flexibility & breakout spaces - 2. Improving general infrastructure - 3. Modernize technology in classrooms - 4. Upgrade playground and play structures - 5. Improve outdoor educational spaces - 6. Improve parking, pick-up, and drop-off - 7. Larger maker space / creativity lab space - 8. Multi-use performance space - 9. Repair soccer fields - 10. Larger Gymnasium - Review constraints in existing facilities and potential improvements 	

2017.03.30-04

Grade Level Configuration & Discussion:

- Prompt Question: What should the district consider regarding grade configuration?
- District is looking at two approaches:
 - 1. Move 4/5 back to Ormondale
 - 2. Make 4/5 zone at Corte Madera reflect the feel of Ormondale
- What is the relationship to child development?
 - How is this being studied?
 - What age grouping is most appropriate?
- Previous decision (move 4/5 to CMS back in 2000) was made based on space available at CMS
- How do we design the schools to accommodate fluctuation in population?
- Architecturally study how various grade configurations could be accommodated on both campuses as another data point in this discussion
- We keep coming back to this question of moving 4/5 back which points to a need for change
- Have the students been polled?
 - Feedback: kids adapt right away

2017.03.30-05

Group Discussion:

- Prompt Questions:
 - What priorities should the district focus on?
 - What else should the district consider with this process?
- Demographic projections
 - Recent history: slight decline
 - District is having a study done concurrent with master plan process
- When framing the areas for improvement, take a step back: provide background
 - Why now?
 - Infrastructure issues
 - Deferred maintenance needs
 - Programmatic needs
 - Prioritization - process to filter and funnel
 - Priorities (from community survey)
 - Where did these come from? How many votes? How broken/needed are they?
- Consider current bonds, parcel taxes, county bonds
 - 2/3 of process; bonding capacity, community buy-in / input
 - What is the bonding capacity? (Tier 1: \$76M / Tier 2: &+\$176M)
- Maintenance issues - stewardship
 - Take care of what has been invested in
- Address transportation issues
 - Bus system
 - Encourage pedestrian / biking
 - Need cars because after school programs out of area
 - Concern about impacts to Ranch - ongoing & temporary during (construction)
 - Traffic mitigation
 - Discuss w/ city; safe routes to school program
- Coordination with Town Master Plan
- Values:
 - How we conduct ourselves
 - How we respect resources
 - Ex. tear down gym vs. reuse existing vs. expand / re-purpose
 - Modernization vs. new construction: decision making process
 - Priorities: sensitive to site (bring the outside in)
 - Better architecture & conscious landscaping

2017.03.30-05	<p>Group Discussion (Cont.):</p> <ul style="list-style-type: none"> - CMS MUR / Gymnasium: <ul style="list-style-type: none"> - Small & overbooked - Drive decisions on gym & performance space based on how many athletes & how many theater students - Science & Maker Spaces <ul style="list-style-type: none"> - In favor of updating - Leverage for community use - Use our schools for college-age kids as well - Breakout Spaces <ul style="list-style-type: none"> - Porches extending off classroom - Outdoor Learning Spaces <ul style="list-style-type: none"> - Unused natural park (owned by city) could be an exciting study area for students - Potential outdoor classroom that the community can use - Flexibility in classrooms - bring the outdoors inside - Excited to create a community and school relationship <ul style="list-style-type: none"> - Students first & community hub (guiding principles that resonated) - Create an athletic space for community use - What happens during construction? <ul style="list-style-type: none"> - Full campus renovation (leverage phasing & few portables) vs. more surgical interventions - What's appropriate for the size of our campuses? - Creating inspiring spaces through architecture - transformative for students & teachers 	
2017.03.30-06	<p>Next Steps:</p> <ul style="list-style-type: none"> - CAW will present community outreach input to PVSD Board of Trustees in May 	
2017.03.30-07	<p>Attachments:</p> <ul style="list-style-type: none"> - Presentation 	