

MEETING AGENDA

<i>DATE:</i>	October 26, 2016
<i>PROJECT NAME:</i>	Portola Valley School District - Facilities Master Plan
<i>PROJECT No.:</i>	16013
<i>SUBJECT:</i>	Corte Madera School Site Forum
<i>DISTRIBUTION:</i>	Attendees
<i>BY:</i>	Sarah Vaccaro

Meeting Description:

Date: October 26, 2016
Time: 3:15 - 5:15pm
Location: Annex

1. Introductions (5 min)

- A. Attendee Introductions
- B. CAW Architects Introduction

2. Facilities Master Plan Overview and Process (15 min)

- A. Purpose and Goals
- B. Approach and Schedule
- C. Starting Point: Community and School Outreach

3. Group Discussion and Information Gathering

- A. Framing the Discussion (5 min)
- B. Group Discussion (30 min)
 - i. Where do you see the greatest need for facility improvements on your campus? Think big and small.
 - ii. How can your facilities better support your educational programs?
 - iii. Consider how the following spaces on your campus could be improved:
 - a. the classroom learning environment
 - b. athletic spaces: Multi-use Room, playground, fields
 - c. public spaces: courtyards, Multi-use Room, performance spaces, Annex
 - d. outdoor spaces: courtyards, outdoor classrooms, outdoor amphitheater, gardens
 - e. academic support spaces: maker spaces, elective classrooms, RSP classrooms
 - iv. Do you see a need for your classrooms / outdoor spaces / support spaces to be more flexible and connected? If so, what ideas do you have to improve flexibility and connectivity?
 - v. What are your thoughts on the current school grade-level configuration (Ormondale: K-3rd, Corte Madera: 4th-6th)?
- C. Summarizing Input (25 min)

4. Examples of Current Trends in Educational Spaces

- A. Presentation of Case Studies (15 min)
- B. Discussion and Response (15 min)

5. Next Steps (10 min)

- A. Community Outreach Forum: November 2 at 6:30pm
- B. Online Survey to be distributed for further input in November