

## MEETING AGENDA

---

<i>DATE:</i>	October 18, 2016
<i>PROJECT NAME:</i>	Portola Valley School District - Facilities Master Plan
<i>PROJECT No.:</i>	16013
<i>SUBJECT:</i>	Ormondale School Site Forum
<i>DISTRIBUTION:</i>	Attendees
<i>BY:</i>	Sarah Vaccaro

---

### Meeting Description:

Date:	October 18, 2016
Time:	3:30 - 5:30pm
Location:	Ormondale Faculty Meeting Room

#### 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
    - 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?
- E. 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)