



PROJECT: Monarch High School Renovation

PROJECT NO: 2023-084.00

DATE: 01-31-2024

ATTENDANCE: See Attached Attendance Log

SUBJECT: Design Advisory Team Meeting #1

The meeting held was to introduce the Design Advisory Team, review general project information, and begin to define goals and visions for the project. The following discussion took place.

1. Introductions
2. Doug reviewed the meeting agenda
3. Design Advisory Team (DAT) Guidelines
 - a. Doug discussed the process of the project and how the DAT will be involved during the design phase of the project.
 - b. Susan explained that the DAT's purpose is to bring the stakeholders perspective and help the architects interpret the bullet point list of improvements that are part of the Bond.
 - c. Susan also noted that the DAT is advisory in nature, it is not a decision-making body. DAT members are responsible for communicating to their peers what is discussed in the DAT meetings, as well as bringing what they hear from their peers in the community to the DAT meetings.
 - d. There is a webpage dedicated to the Bond projects and this Monarch High School project in particular.
 - Susan showed the group how to navigate to this website and what information is there for the community to see.
 - Meeting minutes will be posted on this site.
 - Project updates will be added to this site through construction.
4. Meeting Norms
 - a. Doug reviewed the meeting norms established for Design Advisory group meetings. The following Meeting Norms are expected for all meetings.
 - Attendance is expected at all scheduled meetings.
 - The meetings will start and end on time with a duration of 1-1/2 hours (typical). Group members should be on time and expect to remain for the entire meeting.
 - The purpose of each meeting will be defined; members are requested to come prepared to discuss the topic.
 - The students' interests come first.
 - Committee members will operate and work towards consensus on all issues. All agree to support the solutions and decisions of the group.
 - Committee members are requested to focus on solutions that address the needs of Monarch High School as a whole.
 - Committee meetings will stay on task.

- Discussion, evaluation, and decisions will be research and data-based and guided by the district's mission statement.
- Minutes of each meeting will be distributed by email within one week of the next meeting date.
- All members are to speak up in an open forum - all points of view will be heard and valued.
- All participants will be treated with mutual respect.
- Members of the committees will operate on a first-name basis.
- Snacks and refreshments will be served at all meetings to give attendees an "energy boost."

5. Scope and Budget

- Christine and Charles reviewed the list of scope items that are part of the Bond.
- Scope:

Building Envelope

- Repair/replace deteriorating areas of roof and roof components
- Apply water-repellent sealant to exterior masonry
- Repair exterior stairs

Building Systems

- Repair/replace deteriorating HVAC, electrical, and plumbing systems components to avoid potential system failure
- Replace exit signs
- Replace kitchen dishwasher
- Update lighting and lighting controls
- Update obsolete HVAC controls

Infrastructure/Site

- Repair/replace irrigation system components
- Repair/replace concrete and asphalt paving
- Replace synthetic turf field
- Resurface tennis courts
- Replace track surface

Safety/Code

- Address various ADA issues
- Update the fire protection system

Interior Space Improvement

- Auditorium improvements
- Improvements to interior finishes such as paint and flooring
- Replace overhead doors

Career & Technical Education Improvements

- Monarch High is eligible to receive up to \$2.86M in additional funds to invest in renovations to create learning environments to support career & technical education.

- Budget

Critical Needs Budget	\$ 8,038,460
CTE Budget	\$ 2,200,000
Total	\$ 10,238,460

- Doug and Christine facilitated a S.W.O.T. activity to define the strengths, weaknesses, opportunities, and threats of Monarch HS. Below are the results that will be discussed further in the next DAT meeting.

Strengths:

- CTE pathways – education opportunities - business
- Community support
- Focus on inclusion and accommodations
- Great athletics
- Quality of education
- Great staff and students

Weaknesses:

- Parking lot/traffic flow/road
- Bathrooms – unsafe and vandalism - locks don't work – equity – location of specific types of bathrooms
- Exterior bathroom and water foundation access
- Single Elevator location
- Water fountain locations
- Interpreters and equity
- HVAC
- Overscheduled students and staff
- Mindset of being reactionary rather than planning
- Facilities outside compared to other schools in district

Opportunities:

- Culinary space
- GN bathroom
- Athletic training space
- A/V
- Club spaces
- Common spaces
- Amplifying what we already have
- HVAC
- Carpeting
- SPED and ADA
- Meet students needs

Threats:

- Concern about competition – different visions
- Conflict between the school and district
- Declining enrollment
- Not enough money – dreams and expectations vs. reality
- Current condition of facility
- Equity
- Long-term funding of FTEs

7. Doug discussed the CTE Pathways "Accelerate" program. (refer to PowerPoint slides)
8. Charles responded to questions about what was in the Master Plan in terms of CTE Pathways identified for Monarch High School
 - a. The CTE MP pathways is just a framework and are certainly open for further discussion
 - b. It was a fast-paced masterplan process and it will continue to be defined as we work closely with the DAT.
 - c. The list of pathways in the masterplan doesn't represent what Monarch is doing right now but instead represents future opportunities for expansion of pathways available.
9. The Staff responded with concerns about how the Master Plan document was received and its effects on the school:
 - a. The document published created an environment of Existing CTE programs competing with possible new pathways listed in the master plan.

- b. There is a perception that existing monarch CTE programs are going away and the master plan defined pathways are replacing them.
10. The group started to discuss some details of the scope of work list – this discussion will continue in the next DAT meeting because time ran out.
- a. The home economics rooms were identified as needing upgrades but more than that they could use another person on staff.
 - b. Carpet - classroom, library, and offices still have original carpet
 - c. Club Space opportunities
 - Where do they meet? In the teach sponsor classrooms, sometimes in auditorium
 - Health classroom gets used as team room for games
 - The clubs don't need designated rooms but more thoughtful locations
 - Right now there is nowhere to display club activities to tell everyone what those clubs are doing.
 - There is an opportunity for learning on display to celebrate students and club success.

11. Project and DAT Schedule

- a. The next meeting will be on February 21st
 - Agenda
 1. Detailed review of deferred maintenance scope
 2. CTE Deep Dive / Brainstorming
- b. Ponder “learning on display” prior to our next DAT meeting.

c. PROJECT SCHEDULE

Pre-design/Schematic Design	Jan – March 2024
Design Development	June 1 – July 2024
Construction Documents	July 29 – October 2024
Bid	November 2024
Permit / Procurement	Nov 2024 – Feb 2025
Construction	March 2025 – July 2026

d. DAT MEETINGS

Wednesdays 4:00 PM – 5:30 PM	
January 31	#1
February 21	#2
March 20	#3
April 10	#4

Attachments:

CC:

REPORTED BY: Christine Costa _____

