



MEETING MINUTES

BOULDER HS RENOVATIONS

CTE Focus Group – Meeting No. 1

Date of Meeting: February 29, 2024
Minutes By: Pete Incitti
Time: 11:30 am
Meeting Location: Boulder High School

ATTENDEES: See attached sign-in sheet.

COPIED (via E-mail):

Attendees
Alana Morales
Scott Cawlfild
Thomas Blahak
Design Team

These minutes are part of the permanent record for this project. Any changes, discrepancies and/or exclusions should be directed to this office in writing for discussion and possible amendment(s). If no exceptions are made within ten days, the minutes will stand approved as written.

PURPOSE OF MEETING:

The purpose of the meeting was to discuss the CTE program in detail and gather deficiencies within the program to be evaluated by the design team for incorporation into the project.

- Introductions occurred, along with a brief description of responsibilities.
- Tom Blahak (District Project Manager) presented an overview of the Bond, the design process, and a high-level description of the project scope and timeline. Due to the size of this project, the A/E team are at present still analyzing the building and individual programs.
- Career and Technical Education Improvements (CTE) improvements are included in this project. Arlie Huffman, director of CTE projects throughout the District, was present at the meeting.

General Discussion:

- Representatives from the following CTE programs were present:
 - FACS
 - Culinary
 - Business/ Marketing/ Technology
 - Innovation
- The Art Department and Stagecraft are not part of the CTE Department
- Student Lockers could be removed if it aids in the renovation or reconfiguration of spaces.
- Bike Tech:
 - Taught one (1) period per day - 30 students/ class
 - Currently in a CR near the Art department
 - If Instructor had CTE credentials, possibility of it as an association with engineering
 - School Administration to visit this program in more detail.

FACS (Life Management/Health):

- Look at providing new, more flexible furniture
- Space should be flexible for any arrangement and include appropriate finishes
- Provide new flooring (separate budget line item)
- Remove door to exterior - remove sloped area near door if possible.
- Keep office but provide access from corridor if possible and not from within classroom
- No specific storage needs required for students - provide as required for teachers
- Review and provide for wall space (cabinet removal an option)

Culinary:

- Provide an accessible (ADA compliant) station
- Six (6) compliant "new" stations needed (including ADA station)
- Provide demonstration table (cooktop and mirror); no sink required

Business/ Marketing/ Technology:

- Program is growing exponentially (140 students currently)
- Discussion included for Classrooms 3305 and 3307
- Both classrooms (especially 3307) require renovation/ modernization
- CR 3305 works well as designed - as a general CR
- Design team to study whether the classrooms can be moved to the second floor closer to the Innovation space and Control Editing (which currently houses print press used by 3307 often). This is the preferred solution and could displace CR's 2244, 2246 and 2247.
- Moving the classrooms would require relocation of three (3) Language Arts classrooms (2244,2246,2247) to the third floor. It might also require reconfiguring or moving Control Editing, PTV Studio, Office 2250 and Storage 2248)
- Recommended upgrades to the 3307 CR are as follows:
 - Power/data in center of room
 - "Modern Project Management" space
 - Appropriate furniture for space.
 - 220V power supply for print press (at it's final location)
 - White boards - possibly using glass boards
 - Project/ Screen
 - Five (5) 8-top tables with a center workstation (fishbowl table) for student gathering

Innovation Lab and Computer Lab:

- Should be a "Transformational Space" with flexibility - provide a space to showcase student work projects.
- Look at providing a "lift" platform to provide additional workspace within the room
- Provide/ confirm power and data requirements for 30 stations
- School to research the possibility of providing students with laptops powerful enough for current programs
- Provide better, more transparent storage and display for student projects/architectural models
- Print press currently in Control Editing - see notes for CR 3307 for additional information
- Provide badge access only to workshop area
- See notes above for additional information with regards to Control Editing and PTV Studio.
- At Computer CR 2245, would like dedicated stations for 35 students

Next Steps

- Design Team will explore options for the school to review.
- Design team will include in the selected option in the schematic design package.

END OF MINUTES

Attachments: CTE Meeting #1 Sign-in Sheet

