RTA ARCHITECTS

MEETING RECORD – DAT #2

PROJECT: Monarch PK-8 Renovation

PROJECT NO: 2023-083.00

DATE: 02/20/2024

ATTENDANCE: See Attendance Sheet

SUBJECT: Design Advisory Team Meeting #2

The meeting was held to review site and building scope and recommendations, then brainstorm design solutions as a group. The following discussion took place.

1. Doug reviewed meeting agenda
2. Doug briefly reviewed meeting norms (refer to presentation slides)
3. Doug reviewed scope and budget:
    - Building System Comments:
        - HVAC improvements are underway and not within the scope of project
        - Add mechanical penthouse replacement with bird resistant material to scope
    - Site Comments:
        - Playground Equipment is on schedule for next summer and not within the scope of the project.
        - Emphasis to get courtyard concrete replaced
    - Safety/Code Comments:
        - Upgrade the head-end and initiation devices and panels
    - Interior Space Improvements:
        - Cafetorium tiered floor removal should be a priority if feasible within budget
        - Priority of carpeting replacement discussed
            - Classroom, music room, library then offices
        - Audio reinforcement is needed within Auxiliary Gym
4. Group Exercise: Brainstorm Design Solutions
    - I-Commons
        - Student:
            - Mentions there is high amount of traffic and commotion, impedes on ability to focus and do individual work.
            - Requests a break off space for quieter place to work
        - Staff:
            - Hand Dryer noise is major distraction and needs to be removed
                a. Paper towel dispensers are already present from COVID response. Remove hand dryers and use dispenser instead
            - Idea of “Tech Bar” or “Genius Bar” mentioned for centralized permanent charging stations for devices.
            - Graphics for schools are being created by district designers
                a. RTA to integrate within design

        - Idea of Computer Lab 702 removal and creation of additional I-Commons?
            a. Robotics/Academic Labs would need to be relocated.
        - Request to lower whiteboards or add lower whiteboard space within room.
        - 60-70 students can be in busiest pods at one time

- Wood Shop:

    - Staff:
        - Table Saw needs to be replaced – 26 years old, unsafe
        - Display Case visible in room and corridor.
            a. Display examples and student work simultaneously
        - Classroom space is too big and wood shop is too small
            a. Projector needs to be relocated
        - Create external exhaust system for laser engraver
            a. Current separated system is too loud
        - Floor power ports and covers are issue and need to be replaced
        - Storage Space is adequate

- Learning on Display:

    - Office Wall – Used as Student Art Wall
    - Rotating Content on Pod Screen Display
        - Infographics, Student Work
    - Visibility into classrooms

- Additional Comments:
    - Green Screen relocation in tech room, lighting is not suitable and awkward location
        - Relocated to one of the library rooms?
        - Relocated to computer room?
        - Need to provide adequate lighting
    - Need for a student print center?
    - Issues with Students interacting with classrooms from corridors
        - Resulting in covered windows
    - Maker Kits, Large Shelf too bulky
        - Can they be broken down some way to make more accessible into classrooms?

5. Schedule:
    - Next Meeting:
        - User-Group Meeting: March 13th @ 7:35 AM
    - Next DAT:
        - DAT #3: March 19th @ 3:15 – 4:45 PM
            - Agenda: Review Design Solutions
            - Homework: Communicate Project Objectives to peers.

Attachments:
CC:

REPORTED BY: Mike Storrer