Meeting Summary

Project Name:	Summit Charter Middle School - Career and Technical Education Addition
Project No.:	24-0008
Subject:	CTE Addition
Location:	Summit Charter Middle School
Meeting Date:	April 9, 2024
Meeting Number:	DAT 02
Issue Date:	May 1, 2024
From:	Brian Rogers
Attendees:	Adam Galvin, Gene Temanson, Design Advisory Team
Copy To:	Nadine Abell

Summary

1. Introductions
2. Housekeeping – DAT 03 will be rescheduled for May 30th from 6-8pm.
3. DAT 01 Recap
    a. Discussed common ground from the Highest Hopes and Rapid Prototyping activities.
4. Large Group Activity – "Dot-Ocracy". DAT group reviewed inspiration images for the look and feel of each space. We discussed the images which received the most dots [votes] and had each member describe why they picked that image. (see attached image boards)
    a. Culinary Lab
        - Middle Left Image: Orientation of the space was conducive to teaching.
        - Upper right image: The colors in the space were inviting and playful.
        - Middle Left Image: It was not selected by one member due to the lack of flexibility.
        - Middle Left Image: Looks high maintenance
        - Lower Left Image: Didn't like the layout with the students watching the demo.
        - Lower Right Image: Liked the spaces with kitchen and for other activities.
        - Wants the space to have a café or Sur-La-Table look.
        - Wants the space to be different from a classroom, with the choice of lighting and flooring.
    b. Innovation Commons
        - Motion – Exciting and inviting
        - Middle Left Image: Continuity of warm wood.
        - Middle Images: Furniture, flexible, moveable, large group sectionals.
        - Middle Right Image: Liked the style and fun pattern of the carpet.
        - Middle Left Image: lighting and wood look.
        - Furniture is very important for that space.
        - Color/Movement/Robotics/Techy
        - Flexible Overflow Space
        - Might need more space
        - Wood over walk way leading to classrooms.
        - TVs and displays would be needed in the space to show off student work.
    c. Innovation and Prototyping Lab
        - Middle Right Image: Overhead door, concrete floors, dark frames, light wood contrast, white walls.

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- Middle Left Image: Flexible, easy to shift around, size of tables, storage on the side,
- Lower Left Image: Magnetic Chairs, tables double with storage.
- No colorful storage, space needs to look professional.

d. STEM Classroom
- Upper Left Image: Floor space and table top working area.
- Upper Left/Right, Middle Left Images: Flexibility, storage space, concrete floors, space for 3D printers.

5. Design Offering - Cuningham proposed an alternate design to achieve larger classroom space targets while maintaining (through reduced circulation space) an addition of less than 4,200 GSF. DAT members gave input on the alternate plan; however, consensus was the previous scheme with larger I-commons was preferred.
   a. Comments:
      - Computer lab/classroom use need to be separate and quiet.
      - Multiuse Stem side is cleaner, I&P lab is “dirtier”
      - Possible need for Desktop Computers (more power than laptops), Network connections,
      - CAD
      - Culinary has photography needs (food photography), will need space for digital editing.
      - Stage Craft: exterior build area, trailer to take sets to stage, sheds for material storage.

6. Small Group Activity – Day in the Life
   a. Discussed the layout of the Culinary Lab through the eyes of the Student, Teacher, and other Community Member.
      - Need to house 14-18 students, teams of 2 for cooking
      - Convert burners into work tops when not in use (demo table only)
      - More burners built-in but portables are okay too. Cuningham mentioned using induction cooktops.
      - Combining cooktops on a single wall and having sink and dishwashing and handwashing in an alternate location.
      - Moveable worktops for kitchen spaces.
7. Next steps
   a. DAT 03 meeting scheduled for May 30, 2024: 6:00 pm

Action Items

Cuningham to assimilate the guidance from the rapid prototyping exercise
revise initial layout and begin to develop character of the addition to be presented at DAT 03

The foregoing is believed by the author to be an accurate and materially complete reflection of the discussions described. Requests for any corrections or additions to this document should be forwarded to the author within five business days. Thereafter, this document shall be deemed the official record of the discussions described herein.