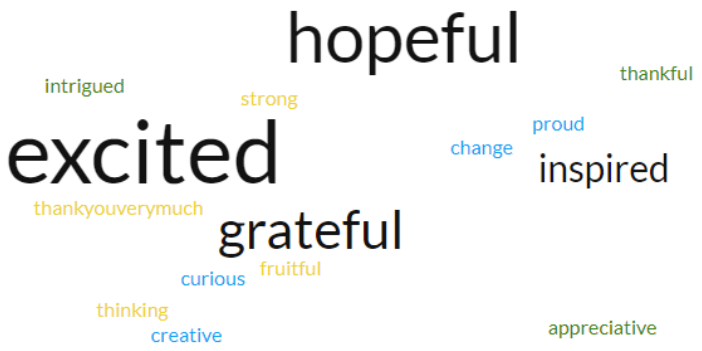
Welcome Center Design Team Meeting NOTES

Meeting held on 9/24/2024

Meeting Agenda

- Welcome
- Summary of 1st meeting
- Student voice
- Team agreements
- Tour of building and input
- Closing

- Last week's (1st meeting) concluded with each team member expressing a key word to describe their feeling about the Welcome Center Project. From larger (most repeated), these expressions will be weaves into the fabric of the projects planning through to the deliverable expression.



- To facilitate third party visibility into the Welcome Center development workflow, an addition has been added to the Bellevue School District website.

https://www.bsd405.org/community/community-engagement-groups/welcome-center-design-team

Here anyone can see / read presentation materials, team meeting schedules, participating members etc. Individual meeting information will be made available – by clicking on each meeting date.

- Design team members were briefed on how the Welcome Center project rolls up under BSD's Strategic Plan – making it a core initiative.

- From last meeting – open question on how to take in students & families voices (work in progress). Current idea is to do focus group type / inputs. Starting point will be for team members directly seek community feedback.

- Team agreement was shared again, requesting approval on its context as itself becomes refined – final statement. A team mission statement will be added for the next meeting conversation & input.

- Most of the meeting was focused on a physical tour of the current facility where the new Welcome Center will be housed. Team feedback was requested in three buckets: 1. Must have. 2. Nice to have, 3. Luxury Items.

    - The tour began from the exterior of the building where (for example) district is requesting the city for a bus stop by the arboretum and a path leading into BSD property.
    - Exterior signage was discussed along with entry way needs.
    - At closing – member recommended a large flex room format allowing for a varied and flexible configuration
    - (detailed note will be shared during next meeting)

<u>Next Steps</u>:

1. Staff will capture and group building tour feedback and recommendations -next meeting review
2. Staff will share 2 key questions – asking member to interview students / parents – report findings by next meeting
3. Next meeting with take place in a months' time.