Date: 04/16/2024
Time: 4:00 PM

ALAMEDA UNIFIED SCHOOL DISTRICT

Site/Design Committee – Meeting #3

Microsoft Teams Virtual Meeting

Attendees:

- Shariq Khan, AUSD: Assistant Superintendent, Business Services
- Ruth Boyd, AUSD: Construction Project Manager
- Pedro Mora, AUSD: Construction Project Manager
- Bernadette Gard, AUSD: Construction Office Specialist

- Brian Dodson, AUSD: Otis ES Principal
- Manya Morris, AUSD: Otis ES Office Manager
- Amanda Gean, AUSD: Otis ES Speech & Language Pathologist
- Esparanza Mendez, AUSD: Otis ES Teacher
- Kristen Galvez, AUSD: Otis ES Teacher
- Lisa Goodwin, AUSD: Otis ES Teacher
- Anna Leah Ah, AUSD: Otis ES Teacher

- Katie Honegger, Otis ES Parent
- Elizabeth Tran Wong, Otis ES Parent
- Amy Fischlin, Otis ES Parent

- Mark Quattrocchi, QKA: Principal in Charge
- Joel Williams, QKA: Project Manager
- Avian Soupholphakdy, QKA: Project Architect

Distribution:
Email via District

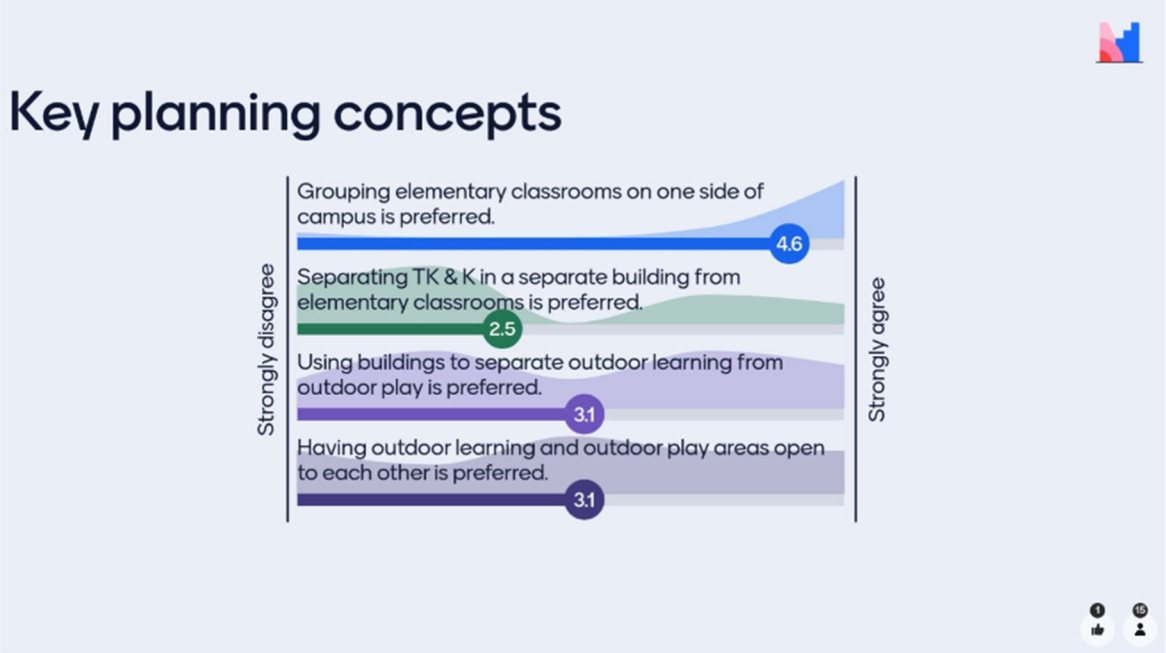
Introductions

- Design meeting included individuals from QKA, AUSD staff, Otis ES staff and parents. Attendees are listed above.
- Joel reviewed the result of responses to the Mentimeter exercise from previous meeting that asked, what things will make Otis ES more inspiring and a better place to learn for students and teachers? Words that came to the forefront and stood out were

safe, community and natural light. Other words noting of importance were communal space, connectivity/connected spaces, inclusivity, proximity, and more cohesive layout.



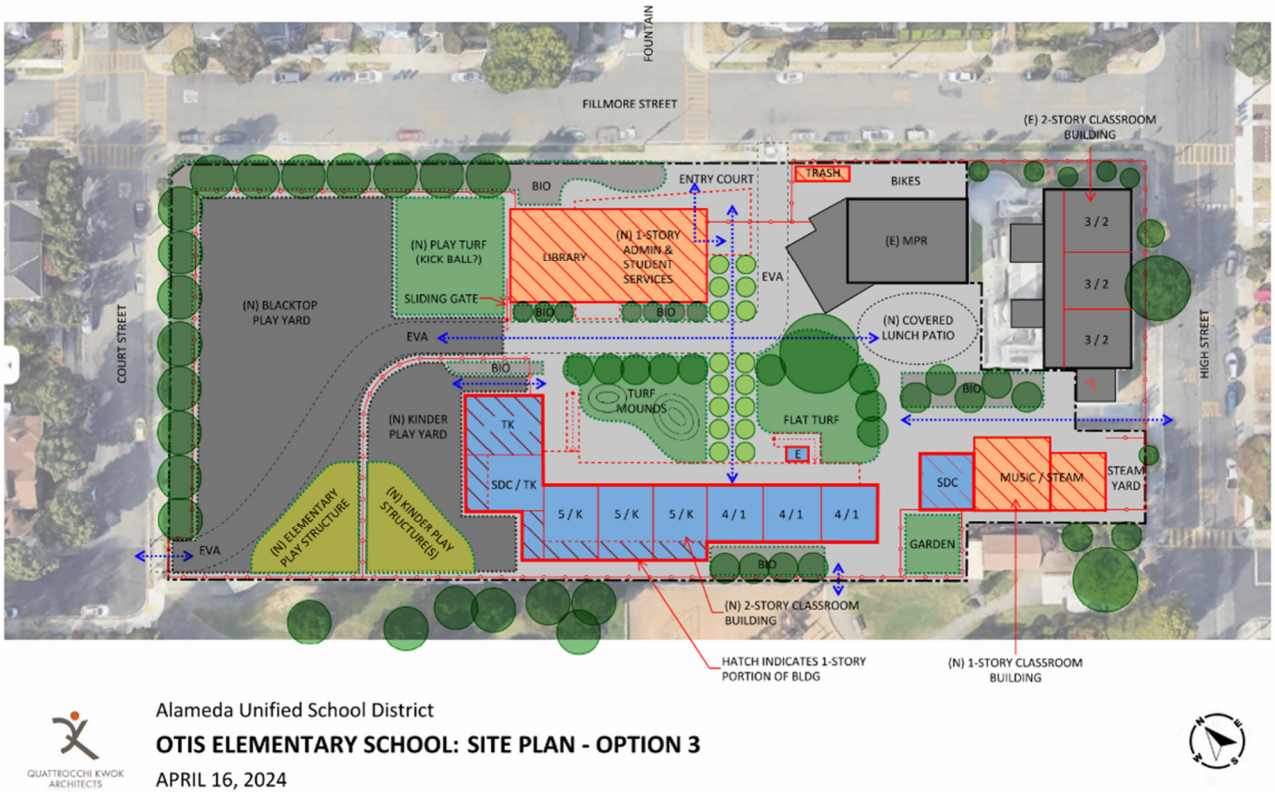
- Joel reviewed the Key Planning Concepts poll result from last meeting again, which is based on a scale from 1 (strongly disagree) to 5 (strongly agree).

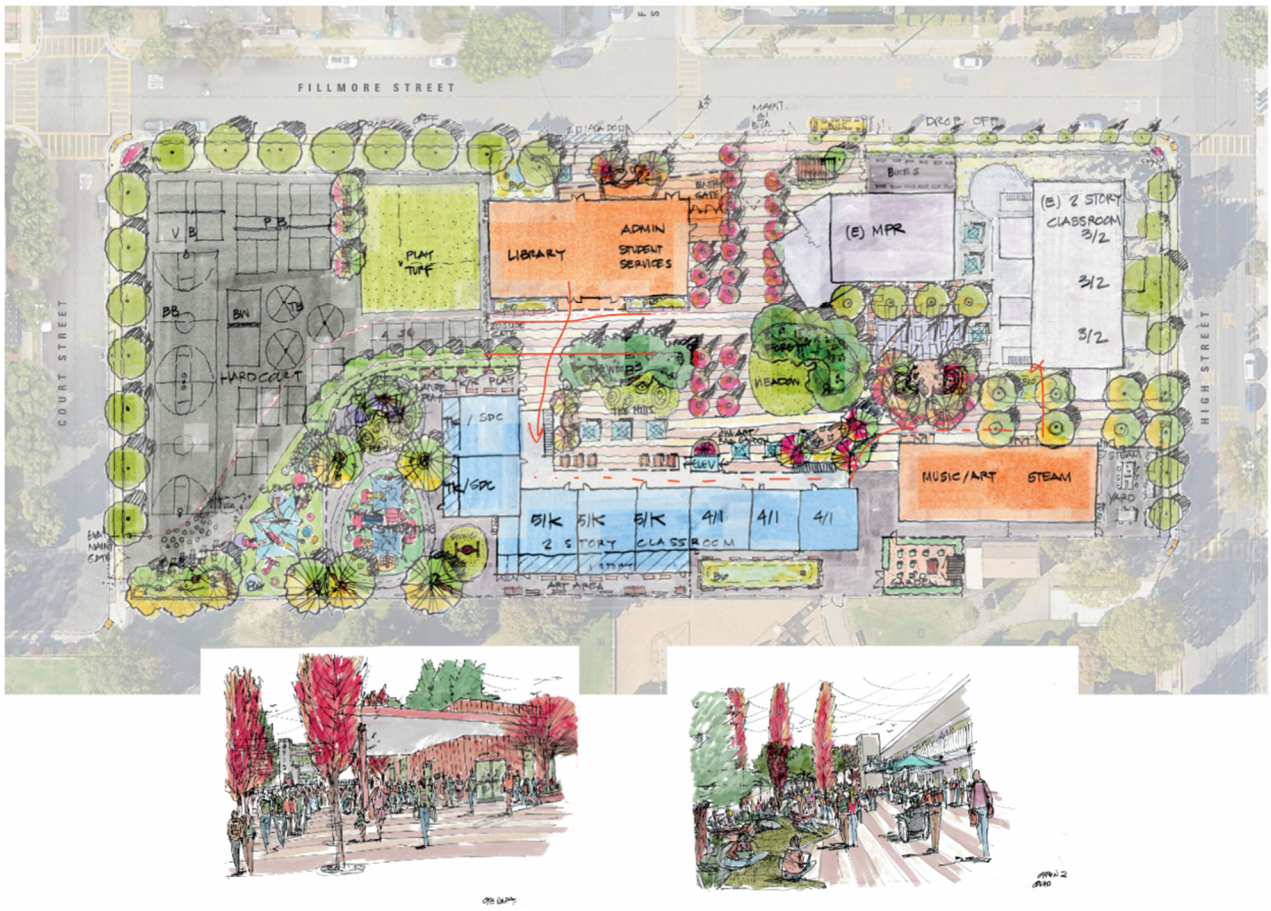


- Joel mentioned that QKA and AUSD had a follow-up meeting with Brian (Otis ES Principal) and discussed some of the significant and important items that were voiced and shared in the previous committee meeting. QKA also presented a preliminary campus site plan option 3 and received valuable feedback from Brian and AUSD.

Review Campus Site Concept Option 3

- Option 3 site concept was produced in response to comments and feedback that the group provided to campus site concept options 1 and 2 at the last meeting.
- Integrated campus that emphasized "school community" and having TK & Kindergarten close to the upper grades so they are a part of the community.
- Admin is located at the center of campus, so they have quick access to other buildings and spaces on the site. Admin building serves as the front door and main entry access point into the campus.
- Joined library and Admin in the same building as suggested in previous meeting.
- New classroom buildings are arranged near each other and the existing classroom building to provide a sense of community and short travel distances between them.
    - A request was made to provide protection from rain when going from one building to another. QKA will look at possibly adding covered walkways to connect the buildings, but there are areas where emergency vehicle access (fire truck) will not allow for it.





- The new 2-story classroom building consists of TK, Kindergarten, and 1st grade on the ground floor. An SDC classroom, 4th and 5th grades classrooms are on the second floor.
- 2nd and 3rd grades classrooms are in the existing 2-story classroom building. 2nd graders are on the ground floor and 3rd graders are on the 2nd floor.
- A new single-story building will house a S.T.E.A.M lab, music classroom and a SDC classroom.
- Mark mentioned that Special Needs classroom size is 1,080 sf and wanted to clarify this from the previous meeting.
- Elizabeth commented that the SDC classroom by music and S.T.E.A.M lab appears to be far away from the classrooms, and it wants to be part of the new 2-story classroom building. QKA will look at locating the SDC classrooms closer together.
- Esperanza commented that the location of the garden next to SDC classroom is good and asked if a door can be added to allow direct access to the garden. This will allow SDC students to go to the garden, a quiet place to get away, calm down and then return to the classroom. QKA can add a door for access to the garden.

- A question was asked if all the classrooms will have air conditioning. Joel replied yes, a heat pump system will provide air conditioning at the new buildings. The existing classroom building doesn't have air conditioning. QKA will need to investigate the existing mechanical system in this building to find out if providing air conditioning is feasible and what it would entail.
- The current budget doesn't allow for a separate Art classroom. Art is currently shown to share a classroom.
- The after-school program currently shares a space with another, and there is no plan to change to this arrangement at this time.
- A question was asked about restroom locations and a concern that students will miss valuable class time if they must travel long distances to them. Joel replied that there will be student restrooms in the classroom buildings and other buildings. TK and Kindergarten will have their own dedicated toilet room within the classroom. There will be staff restrooms in the admin building and in the classroom buildings. The quantity of toilet fixtures provided for students and staff will meet the California Plumbing Code and California Department of Education (CDE) requirements.
- Will PE (physical education) have their own office and storage space? QKA is aware of this request and will continue to look into it in more detail when developing the building floor plans.
- A comment was made about providing outdoor shade for students. A fabric shade structure is currently provided near the MPR building to provide a covered outdoor area for gathering and eating lunch. Different sizes and a variety of outdoor spaces with seating and trees for shade are provided in the academic quad.
- The academic quad is located at the heart of the campus and serves as an outdoor learning space, large gathering area, and as a connection element to the surrounding buildings.
- A comment was made that the play area appears to take up a lot of the campus space and if the size shown is correct. Joel replied that the size of the outdoor play area is based on CDE requirement of 75 sf per student.
    - Shariq mentioned it appears in general we are increasing the open space in this concept site plan and request QKA provide a comparison exercise to confirm the size of open space and play area is adequate for 565 students:
        - Provide size of the existing blacktop space and size of proposed blacktop space in square-feet.
        - Provide size of the "existing open space" and size of the "new open space" in square-feet.
        - A larger student number (such as 650 students) will require reducing the size of open space to provide larger outdoor play space.
- A question was asked about noise from the playground and if there is any concern about neighbors on Court Street making complaints. Joel replied that we are not sure

at this time. We are providing trees and plantings along Court St. on the concept site plan to help dampen noise. The new buildings are placed further away from the street so any noise coming from classrooms should not be an issue with neighbors.

- Will there still be access to the park from the new outdoor play area? Joel replied that a gate can be provided if there is still a need or desire to access the park from the playground. We are still maintaining the existing gate access (near the new garden) to the park.
- Transitional Kindergarten & Kindergarten drop-off comments & discussion:
  - TK & K classrooms are on the ground floor of the new 2-story classroom building located at the southern end of the campus. This will require parents walking their kids through the campus to the kindergarten yard for drop-off and pickup. Is this acceptable and will it work?
  - Brian commented that currently parents are already walking to the kindergarten yard to drop-off and pick-up their kids. Request that a fence and gate(s) be provided around the kindergarten yard.
  - A suggestion was made to maybe provide a pedestrian gate on the fence at Court Street and at the adjacent park to allow parents to come in from these directions for drop-off and pick-up.
  - Kindergarten classrooms are larger than standard size classrooms and will have a door on two sides for entry and exit. Parents drop-off/pick-up of their kids could occur at one or both door locations.
  - Getting TK & K students into and out of campus safely and easily is important.
- Shariq commented that he liked the "low profile" and human scale feel of the main school entry on Fillmore Street from the 3-D views and hand sketch rendering. Suggest moving the existing trash bins closer to the MPR building and away from the main entry to get a stronger sense of entry.
- Amy suggests swapping the location of the bike parking area and the trash bins area.
- Provide a screen or an enclosure around the existing trash bins so they are not highly seen.
- Katie recommends reaching out to the trash service company to have the bins relocated and away from the main entry. The group is "willing to go to battle" with the service company if necessary to make this happen.
- People driving cars on High Street don't yield to pedestrians and there is a concern about student safety when they are crossing the street. This is an ongoing issue that the school and AUSD will continue to work with the City of Alameda to address.
- Brian asked about solar photovoltaic panels and if there are other schools installing them. Mark replied we are required by the California Energy Code to provide a minimum amount of solar photovoltaic panel system for compliance so the project will some, but it won't be a large amount to capture significant cost savings.

- Amy commented that she feels the existing school campus layout is not an efficient use of space and that the campus site layout of Option 3 is more intentional, thought out, and the students will get more benefit of the efficient use of these spaces.
- A consensus by the school principal and group that campus site concept Option 3 is on the right track to proceed forward with further development in schematic design.

Next Steps

- QKA will begin Schematic Design, which will involve development of floor plans and further progress of Site Plan Option 3.
- QKA will coordinate with AUSD team to schedule a future meeting with the group to review progress.
- QKA to distribute meeting notes by email.

End of Notes