

Meeting Notes

PROJECT: **Cherry Chase ES Campus Modernization**

DATE: 06/08/2026

MEETING: **Meeting #4 - Steering Committee**

PLACE: Cherry Chase ES

PROJECT NO: 2025028

TIME: 2:50 pm – 4:00pm

ATTENDEES:

x	Dr. Gudiel Croswaithe, SSD	x	Bridget Watson, Trustee, SSD
x	Isabel Jubes-Flamerich, Trustee, SSD	x	Brandt Burns, SSD
x	Kristin Brett, Principal	x	Myron Kong, SSD
x	Diana Kunze, Admin. Asst		Ashley Fitzgerald, Teacher
	Wendy Smith, Teacher		Andy Ragano, SSD
x	Mike Nelson, Teacher		Mary Moreno, Teacher
	Urmila Kamat, Parent		Sumiti Tayal, Parent
x	Sangeetha Iyer, Parent		Elina Ruan, Parent
	Kianna Rogers, Parent	x	Anay Mani, Student @ CCES
x	Ariana – Student @CCES	x	Evan Doong, Student @ CCES
x	Sri Balaji, Aedis Architects	x	Sanjana Kulkarni, Aedis Architects

‘x’ denotes present

DISTRIBUTION: Attendees; Aedis Architects, File

3.1 Introductions and Meeting Intent:

Brandt Burns opened the Cherry Chase Steering Committee Meeting #4. He reviewed the agenda, which included main topics of discussion below:

- Ellis ES tour de-brief
- Outdoor learning courtyard:
 - Exterior Courtyard Design at Existing Buildings
 - Exterior Courtyard Design at New Buildings
- Campus Fencing
- Classroom Storage

3.2 Debrief of Ellis ES Tour

The Ellis Elementary School tour was attended by Cherry Chase Elementary School Principal Kristen Brett, two Cherry Chase teachers, Brandt Burns, Myron Kong, and Aedis Architects. The Steering Committee received a debrief of the visit, which was presented as a reference for classroom utilization, instructional space, and storage strategies.

Key Observations from Ellis Tour included:

- The opportunity for Cherry Chase teachers to speak directly with Ellis ES teachers helped address questions and concerns related to instructional space, classroom storage, and overall functionality from a facilities perspective.
- Additional student cubbies are needed beyond the fixed casework. These could be provided either as movable furniture or integrated into the permanent casework design.
- Adequate electrical outlets throughout the classroom are important to support instructional technology and day-to-day classroom needs.
- Outdoor backpack hooks worked well.

3.3 Outdoor Learning Areas – Exterior courtyards

- Schematic renderings of the outdoor learning courtyards between the existing classroom wings and the new classroom buildings were presented. Overall feedback was positive, with the design viewed as flexible, adaptable, and supportive of a variety of learning and gathering activities.
- At the courtyard for new building, consider adding tables and other outdoor furnishings beneath the shade sails to support small group instruction, informal gathering, and outdoor learning.
- Continue exploring design options for the play mound within the courtyard adjacent to the new classroom buildings.
- The design team discussed having a signature feature to establish site identity - Ideas discussed included incorporating interactive or artistic features such as a water clock, zen garden, water feature, sculpture, or solar powered installation. It was noted that previous campus modernization projects have successfully integrated unique campus features such as sundials and clock towers.
- Consider replacing synthetic turf with drought tolerant landscaping, including hedges, flowering plants, and other low water use vegetation.
- If natural grass is considered as an alternative to artificial turf, concerns were raised regarding noise from lawn maintenance equipment. Long term maintenance requirements and associated operational impacts should be considered during design development.

3.4 New Building Orientation and Campus Planning

- The design team presented several site plan options illustrating different orientations for the proposed new buildings, along with the advantages and disadvantages of each approach.
- Feedback included to:
 - Consider activating the undeveloped area between the proposed garden and the electrical utility enclosure. Explore extending the garden to incorporate this space and include a storage shed.
 - Consider providing a shaded gathering area adjacent to the garden to support informal outdoor instruction and student activities.
 - Concerns were raised regarding the ability of the building awnings to provide adequate rain protection. The District noted that the same modular building design has been implemented at other campuses without reported issues related to rain protection.

- Evaluate opportunities to improve security and supervision of the garden area while maintaining appropriate community access. Suggestions included reconfiguring fencing so it more closely follows the building footprint, maintaining public access to the basketball courts and play structures, and evaluating the appropriate use of 8 foot and 10-foot fencing in different areas of the campus.
- The proposed restroom location within the new building is intended to provide a central campus location that supports improved accessibility and supervision.
- Discussed the benefits of adding a centrally located bike corral north of the kindergarten area with convenient access to campus entry and exit points.
- Design team to consider providing 8-foot basketball goals within the student play areas and 10-foot goals in areas intended for community use.
- A preference was expressed for maintaining flexible open space that can accommodate both school activities and community use.
- The design team will evaluate opportunities to increase the amount of usable outdoor space by expanding the asphalt paved play area.
- Design team to provide cost information and design guidance related to potential blacktop expansion, including options and associated cost implications for areas intended to support community use.
- Design team to evaluate opportunities to incorporate legacy tiles or other commemorative elements into the campus design.
- Additional storage will be required to replace the storage functions currently provided by the existing tunnel building, Building G.

3.5 Classroom Storage:

- The design team presented the classroom storage concept for the modernization scope, with the goal of providing a storage volume comparable to the Ellis Elementary classrooms while also incorporating additional student cubbies beyond the proposed fixed casework.
- Interior concept renderings illustrating the proposed instructional environment were presented, along with the estimated storage volume (cubic feet) provided within each typical classroom to demonstrate consistency with the Ellis Elementary classroom model.

3.6 Next Steps

The team reviewed the following next steps for the project:

- Continue evaluating design alternatives, associated costs, and operational impacts as the project progresses.
- Advance the design throughout the summer, incorporating feedback received during the Steering Committee meeting.

End of Meeting Notes

This information is the understanding of Aedis Architects of the various items discussed and agreed upon during this meeting. Please contact the author within five (5) days if there are any revisions and/or additions necessary to these meeting notes.



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**CHERRY CHASE
ELEMENTARY**

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4rd Steering Committee Meeting - 06.08.2026

● Introductions	5 mins	2:30 - 2:35
● Ellis Tour Debrief	15 mins	2:35 - 2:50
● Outdoor learning courtyards	15 mins	2:50 - 3:05
● New Building(s) Orientation	10 mins	3:05 - 3:15
● Campus Fencing	10 mins	3:15 - 3:25
● Classroom Storage/Casework	20 mins	3:25 - 3:45
● Questions & Feedback	15 mins	3:45 - 4:00

Agenda

WELCOME TO THE TOUR OF ELLIS ES



PROJECT HIGHLIGHTS:

PHASED CAMPUS WIDE MODERNIZATION AND NEW CONSTRUCTION PROJECT.

NEW 2 STORY CLASSROOM BUILDING WITH 22 NEW CLASSROOMS.

MODERNIZATION OF EXISTING CLASSROOMS AT BUILDINGS M, N AND P

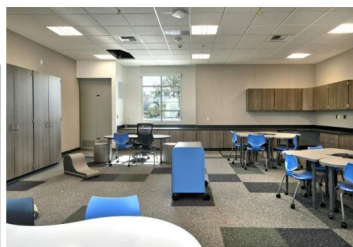
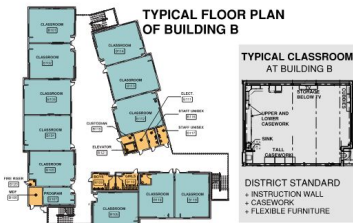
TYPICAL CLASSROOM LAYOUT INCLUDES THE BELOW FIXED CASEWORK ITEMS:

- + INSTRUCTION WALL WITH TV, CUBBIES BELOW TV AND MARKERWALL ON EITHER SIDE OF THE TV
- + 3 FULL HEIGHT - TALL CASEWORK
- + UPPER AND LOWER CABINETS FOR STORAGE AND SINK
- + BACKPACK HOOKS
- + TYPICAL STORAGE VOLUME : 340 CU.FT
- + INSTRUCTIONAL AREA : 835 SQ.FT

OTHER MOVABLE FURNITURE PURCHASED SEPARATELY INCLUDES DESKS, CHAIRS, TEACHER DESK AND CHAIR, STORAGE.



SCHEMATIC RENDERING OF CLASSROOM LAYOUT DURING DESIGN PHASE



HIGHLIGHTS

- Phased campus wide modernization and new construction project.
- New 2 story classroom building with 22 new classrooms
- Modernization of existing classrooms at buildings M, N and P
- **Typical classroom layout** includes the below casework items:
 - Instruction wall with TV, cubbies below TV and markerwall on either side of the TV
 - Teacher's desk
 - 3 full height - Tall casework
 - Upper and lower cabinets for storage and sink
 - Outdoor Backpack Hooks
 - Typical storage volume : 340 cu.ft
 - Instructional area : 835 sq.ft
 - Other movable furniture purchased separately includes desks, chairs, teacher desk and chair, storage.



Schematic rendering of outdoor learning courtyard
between existing classroom wings

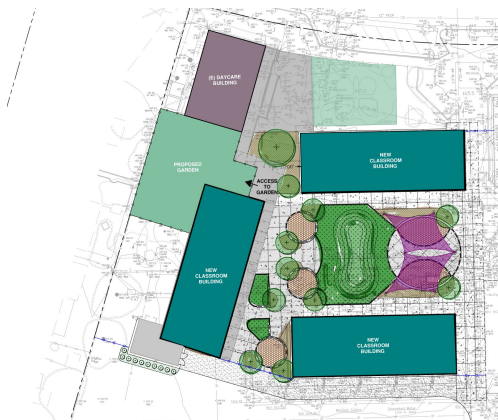


Outdoor Learning Courtyard



Schematic rendering of outdoor learning courtyard between existing classroom wings

Outdoor Learning Courtyard



Schematic rendering of courtyard - new single story classroom building

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SCHOOL DISTRICT
LEARN TODAY LEAD TOMORROW



Outdoor Learning Courtyard



Schematic rendering of courtyard - new single story classroom building



Schematic rendering of courtyard between existing classrooms

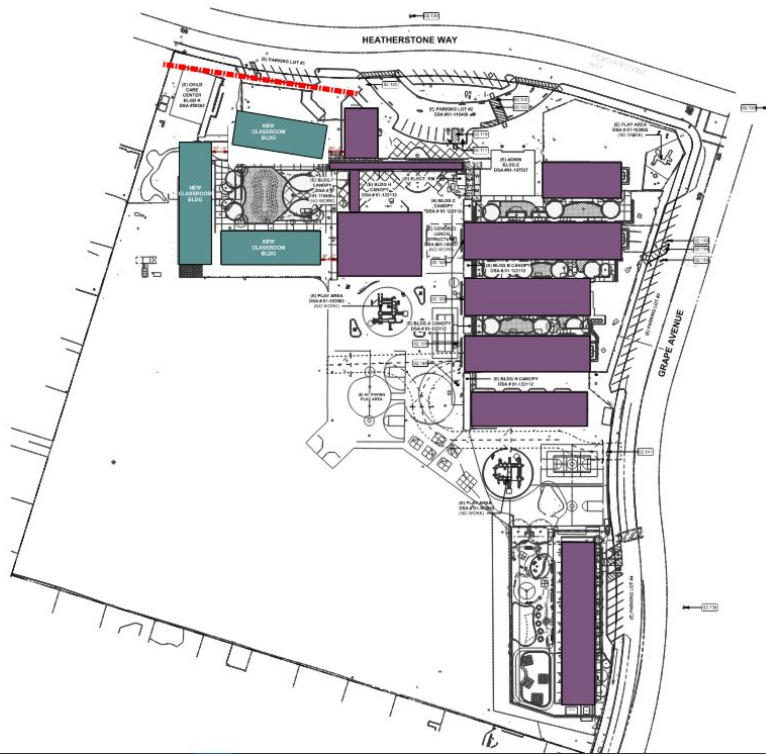
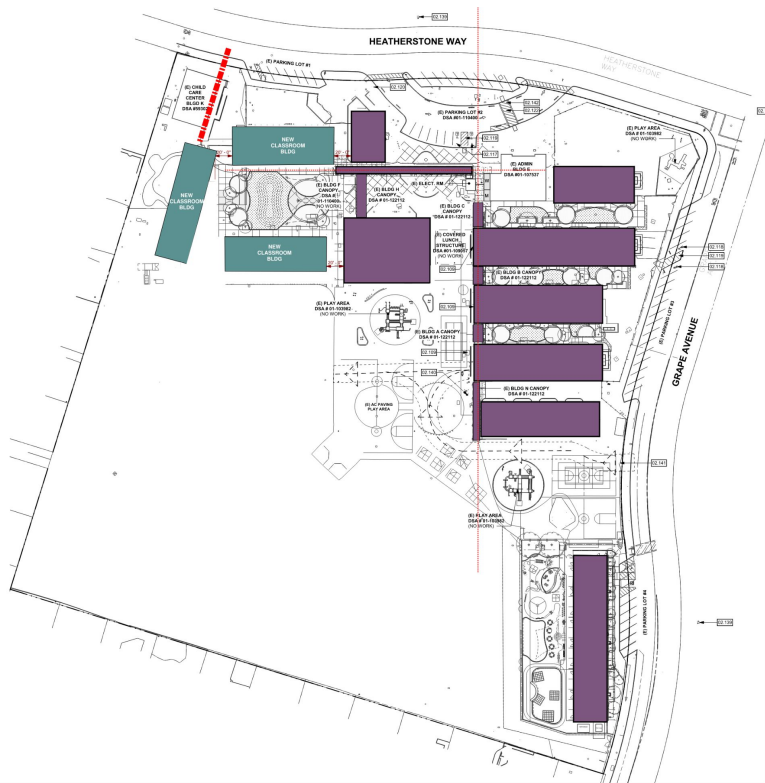
Outdoor Learning Courtyard



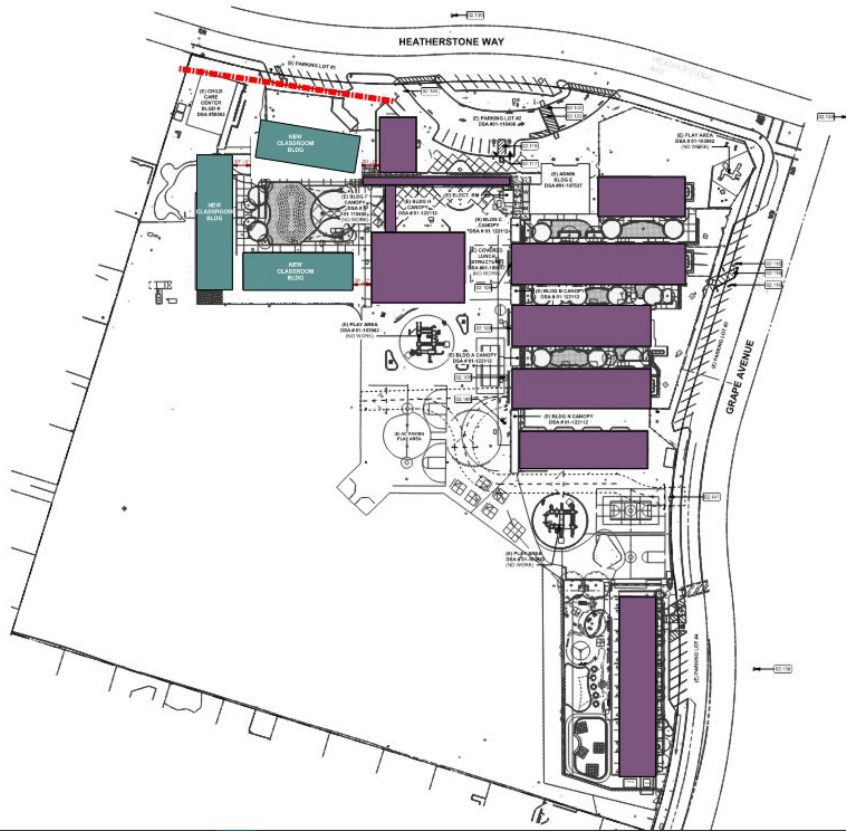
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Feedback & Questions

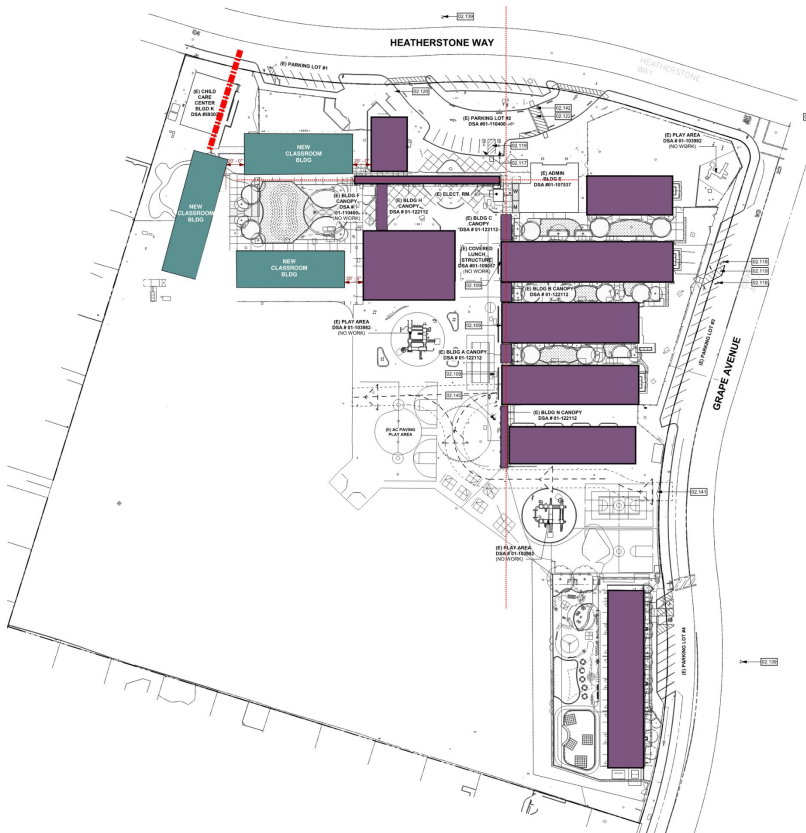


(N) Building Orientation

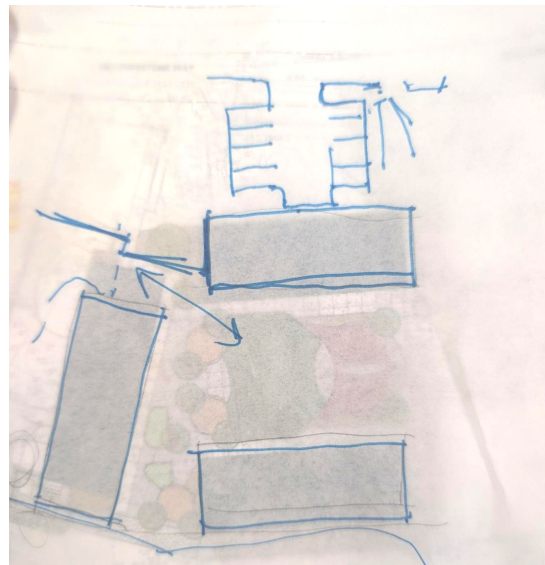
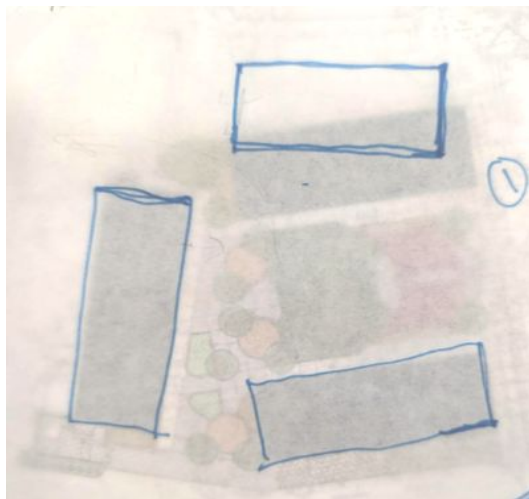
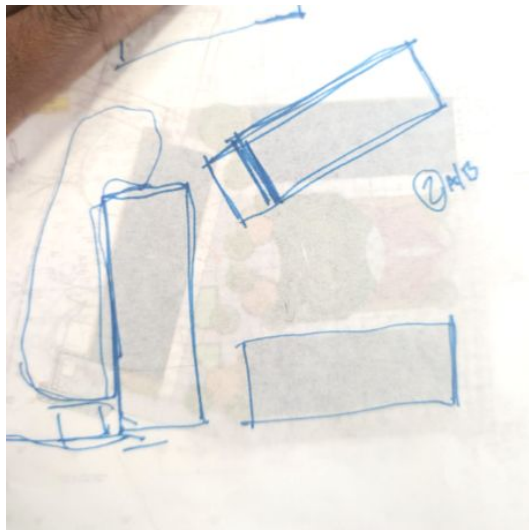
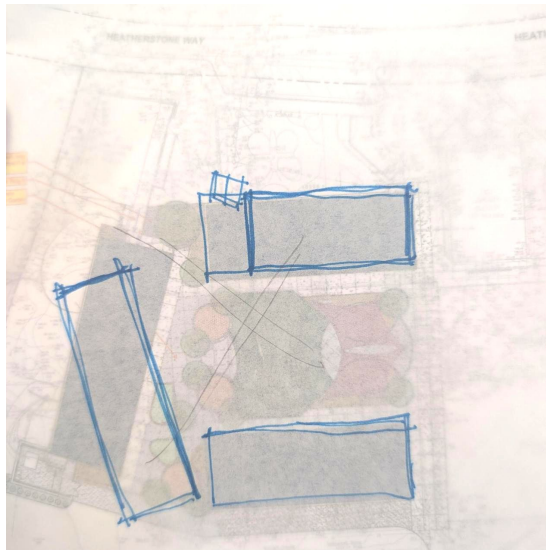


Option 1 - Opportunities & Challenges/Constraints

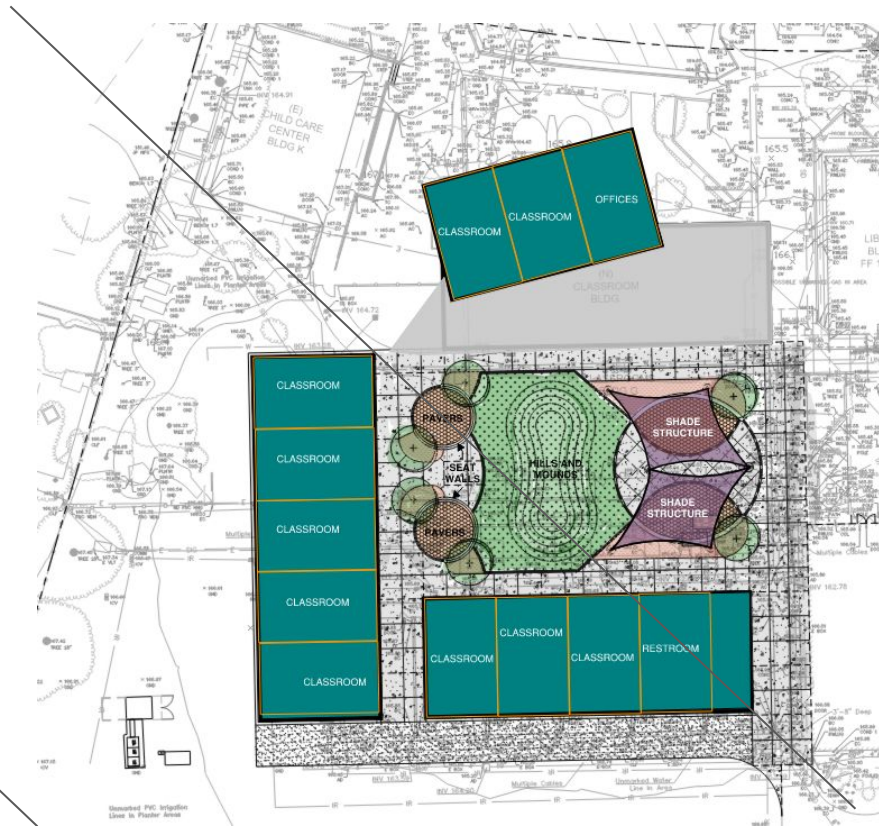
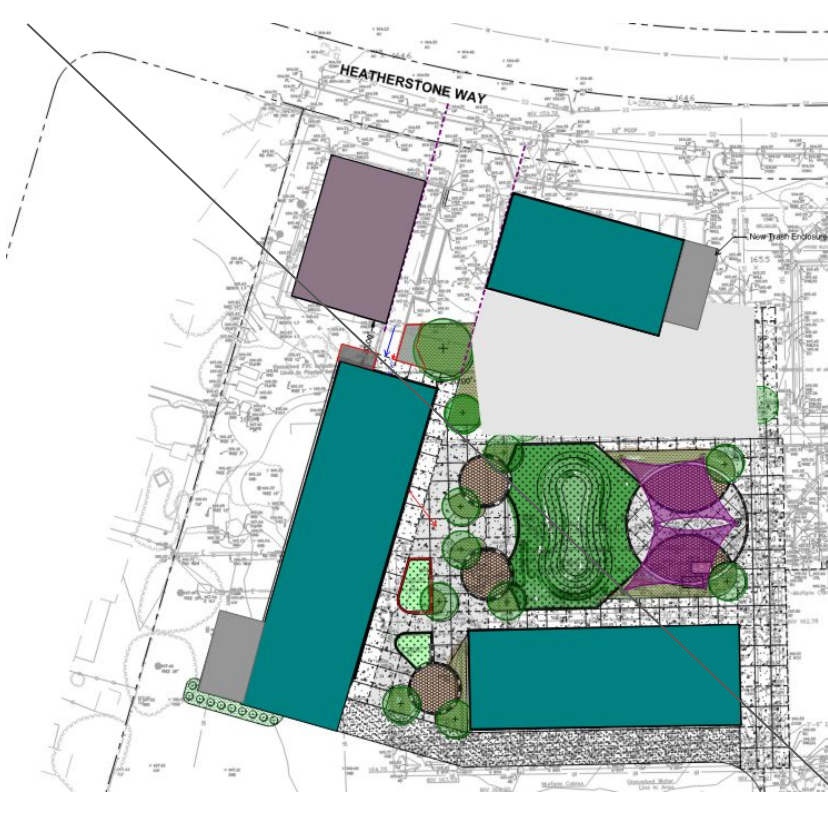
(N) Building Orientation

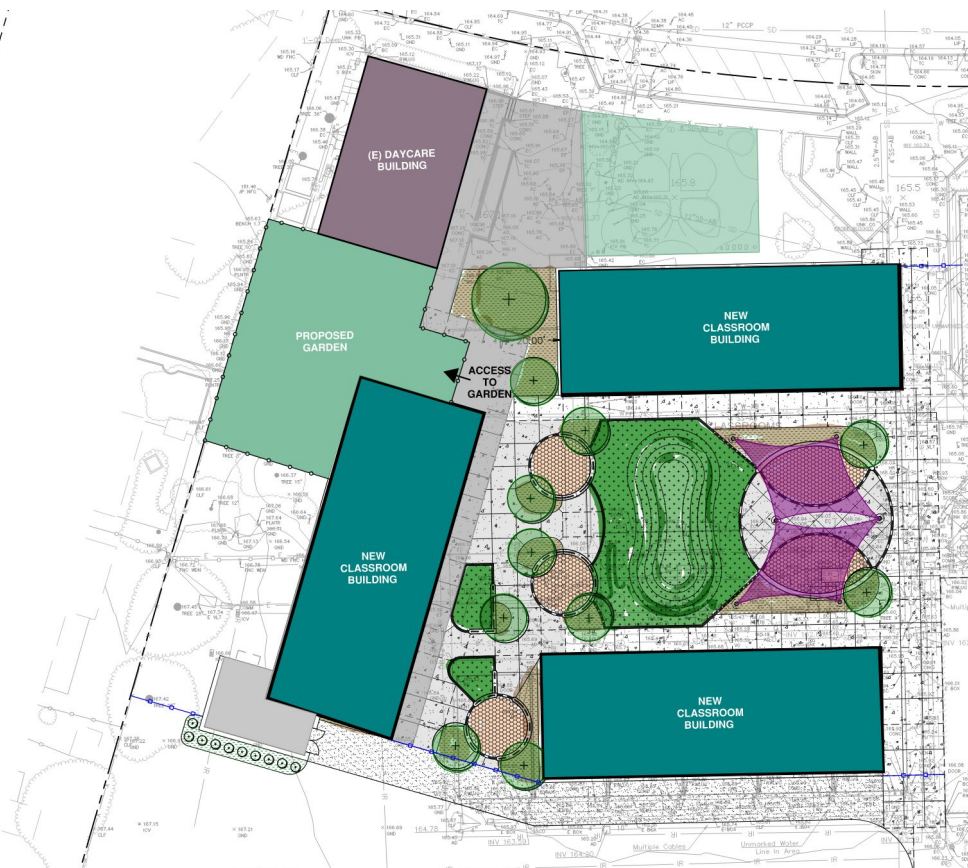


Option 2 - Opportunities & Challenges/Constraints



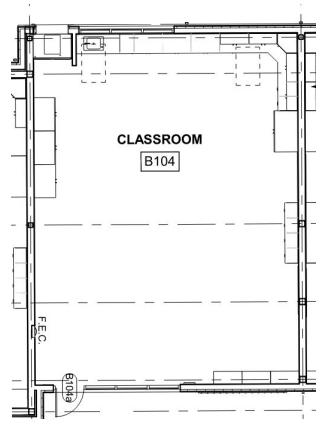
(N) Building Orientation





HIGHLIGHTS:

- BUILDINGS ORIENTED AND LOCATED TO PROVIDE A DEFINED ACCESS TO THE GARDEN
- BUTTERFLY GARDEN RETAINED CURRENTLY.
- PROPOSED GARDEN AREA EQUIVALENT TO CURRENT GARDEN ~4,100 SF
- COURTYARD DESIGN DEVELOPED TO EXTEND TO SOUTH SIDE
- NEW BUILDING PROGRAM INCLUDES:
 - 11 CLASSROOMS
 - 3 OFFICES + PROGRAM ROOM
 - GENDER NEUTRAL RESTROOMS



TYPICAL CLASSROOM COMPONENTS:

INSTRUCTION WALL

- TV
- CUBBIES BELOW TV
- MARKERWALL ON EITHER SIDE

TEACHERS DESK

3 FULL HEIGHT - CASEWORK

UPPER AND LOWER CABINETS FOR STORAGE AND SINK

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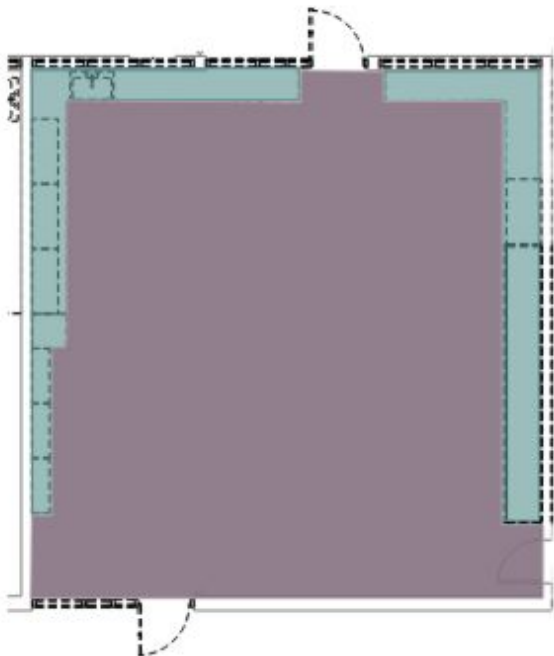
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Ellis ES Building B

CHERRY CHASE
ELEMENTARY

Classroom Modernization

EXISTING CLASSROOM LAYOUT



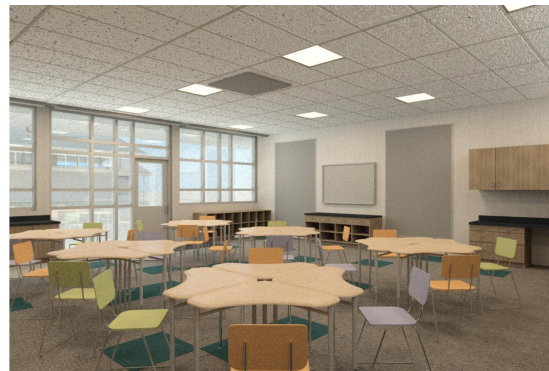
Instructional Space : 760 [sq.ft](#)
Existing Cubic storage : 397 ft³

PROPOSED CLASSROOM LAYOUT



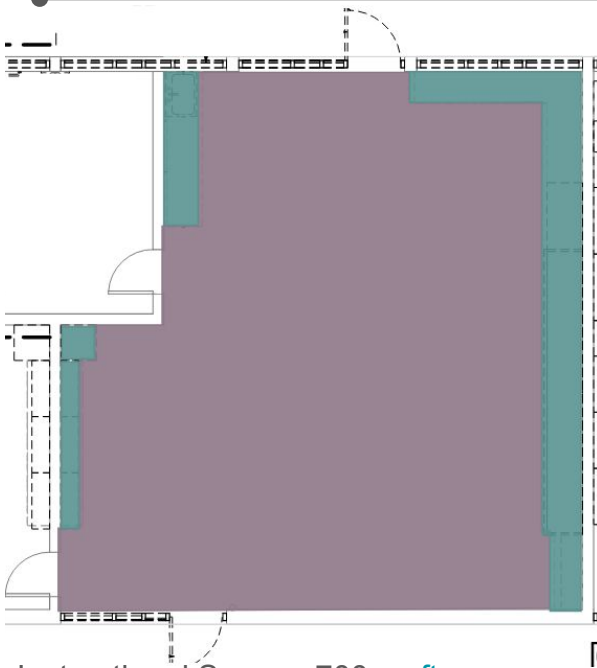
Instructional Space : 728 [sq.ft](#)
Cubic Storage : 533 ft³

INTERIOR VIEWS



BUILDING A AND C Classroom Modernization

EXISTING CLASSROOM LAYOUT



Instructional Space : 700 [sq.ft](#)
Existing Cubic storage : 436 ft³

PROPOSED CLASSROOM LAYOUT



Instructional Space : 675 [sq.ft](#)
Cubic Storage : 466 ft³

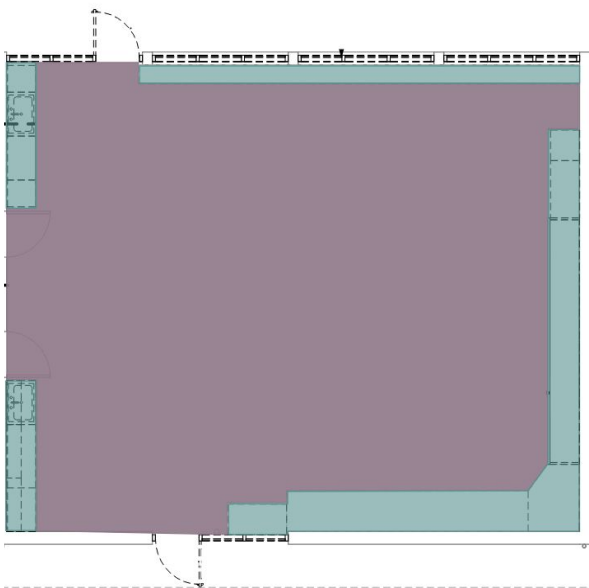
INTERIOR VIEWS



EXISTING CLASSROOM LAYOUT

PROPOSED CLASSROOM LAYOUT

INTERIOR VIEWS



Instructional Space : 1010 [sq.ft](#)
Existing Cubic storage : 417 ft³



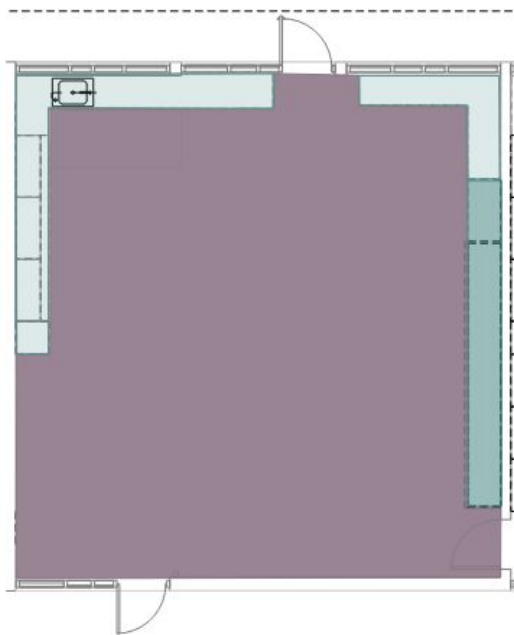
Instructional Space : 1025 sq.ft
Cubic Storage : 373 ft³



BUILDING D

Classroom Modernization

EXISTING CLASSROOM LAYOUT

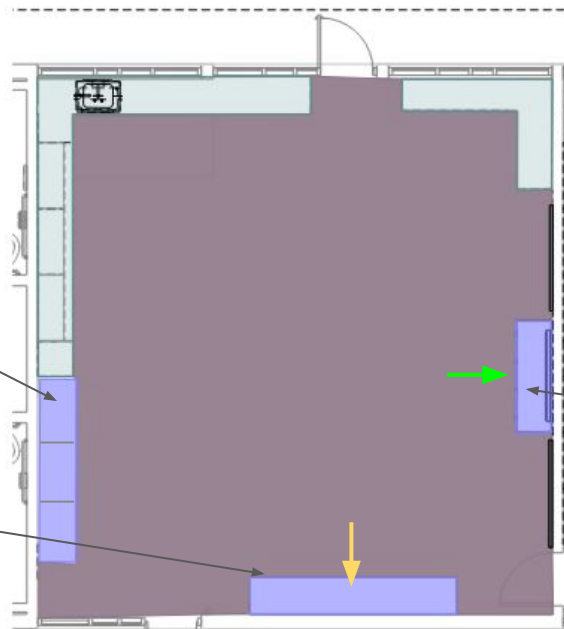


Instructional Space : 770 [sq.ft](#)
Existing Cubic storage : 408 ft³

PROPOSED CLASSROOM LAYOUT

3 full height tall
cabinets

Storage cubbies



Instructional Space : 745 sq.ft
Cubic Storage : 431 ft³

Instruction wall
with tv, cubbies
below tv and
markerwall on
either side of the
tv

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Next Steps