



MEETING NOTES

01

PROJECT	Measure A: Gault Elementary School	MEETING DATE	5/11/2017
CLIENT	Santa Cruz City Schools	PREVIOUS MEETING	
		PROJECT #	17-005

	ATTENDEES
SCCSD	Trevor Miller Amariah Hernandez Ebby Dellamora Moises Mena
BA	Monica Landaverde Laszlo Petrik Mark Bartos

Planning Review Committee

NUMBER	SUBJECT STATUS	DATE	DISCUSSION
01-01	Purpose of meeting/Introductions		
		05/11/17	Review purpose of this meeting group <ul style="list-style-type: none"> • <i>The purpose of this meeting group is to define a long term detailed master plan for the school site. We want to avoid temporary classrooms/ relocatable buildings, said Trevor.</i> • <i>The District's goal is to get as many projects ready to complete the work that need to be done.</i> • <i>MB explained that we want to develop a conceptual outline of projects.</i> • <i>Amariah emphasized that transparent communication is very important for her. She meets with her staff twice a month, so BA will periodically provide updated reports that she can communicate to her staff.</i>
01-02	Participants		
		05/11/17	Sign In Sheet / Discuss who should attend
01-03	Meeting Schedule		
		05/11/17	Set up meetings to occur as soon as possible <ul style="list-style-type: none"> • <i>The attendees to this meeting would be available during the summer.</i> • <i>Next planning review committee meeting date and time shall be confirmed by Ebby. Tentative dates and times are as follows: Tuesday, May 30, 2017 at 9:30 am Thursday, June 1, 2017 at 1:00 pm</i>

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01-04 Scope

05/11/17 Review initial project list/scope/goals/history (Trevor)

Items discussed and not included in the current list of Master Plan Projects:

- Existing windows do not open and are at least 30 years old.
- Trevor said the playfield is small.
- Amariah said a multi-purpose space is needed for flexibility.
- For the next school year (2017-2018), (8) portable buildings will be assigned to (1) teacher per classroom. However, (2) portable buildings will be used for intervention groups (small groups that need flexible space).
- A conference room is needed.
- Existing garden has to be preserved.
- The school's sport is soccer rather than basketball because the majority of families are originally from Latin-American countries.
- Moises said that he prefers carpet as a finish flooring material in the classrooms. Trevor said that he would like to explore new materials (there is a product made out of recycled bottles).
- Moises said the front side of the school could be used for staff parking.

Ebby shall e-mail BA the current curriculum and its respective distribution on campus.

01-05 Current list of "Master Plan Projects"

05/11/17

- Existing Building(s) Modernization
- School Furnishings
- HVAC System
- Utility Infrastructure
- Paint Exterior School
- Re-roof Existing School
- Landscape and Irrigation Improvements
- New Classroom Building
 - Amariah said that students' population stays the same.
 - A classroom defines the proximity between the teacher and the students and provides a safe space for learning.
- Kitchen Relocation/Modernization
- Kindergarten Shade Structure
- New Student Drop-Off Lane/Parking
 - For the student drop-off lane, Amariah recommended location on Effey Street because Seabright Avenue is more congested. Trevor said the front of the school is currently too hazardous.
 - Amariah requested that the main access of students to the school is not through the front of the school/main office. She wants to get back to us on this, once she has studied current drop-off patterns.
 - Trevor's preference is not to combine parking with the drop-off lane to avoid any accidents.
- Shade Structures
 - One of the biggest concerns is the front lunch area. Amariah expressed her preference to locate it at a safer area (rear side of main building).

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**01-06 Rough Thoughts on Schedule Priorities of the above projects / Site Master Plan
(Review with team. This is JUST a first guess)**

05/11/17 We will collaborate with team to develop/refine site master plan. Below is a rough list of potential priorities/time-line.

Phase 1 Re-roof

- Tile Roof: CDs preparation for DSA submittal

Phase 2 Exterior Improvements, Hardscape, and Toilet Rooms

- Exterior Building Painting
- Exterior Window Replacement/Repair? (part of “modernization”)
- Front hardscape
- Toilet Rooms Modernization

Phase 3 Student Drop-Off and Accessibility Upgrades

- Student Drop Off Area/Parking
- Accessibility Upgrades
- Some fencing improvements

Phase 4 Existing Main Building – West Side Modernization

- Auditorium/Cafeteria/Kitchen/Classrooms (includes utility infrastructure, HVAC, and furnishings)

Phase 5 Existing Main Building – East Side Modernization

- Classrooms and Library (includes utility infrastructure, HVAC, and furnishings)

Phase 6 Kindergarten Wing Modernization and Shade Structure (Possible Phase 3)

Phase 7 New Building with Shade Structure (Possible Phase 4)

- Field modifications/improvements
- Possible Kindergarten Shade Structure, if Kindergarten Wing is relocated

01-07 Conceptual Site Plan Schemes

05/11/17 *BA presented two conceptual site plan schemes that included some of the projects defined in the list of Master Plan Projects (student drop-off lane is not included yet). The scheme that provides a U shaped enclosed structure was preferred by the attendees due to the following reasons:*

- *Enclosed configuration provides a safer school campus.*
- *Trevor likes the concept of building up to the property line.*