

January 5, 2016

Dear Queen Anne Elementary School staff, parents, surrounding community members and neighbors:

We are very excited about some upcoming improvements to our facility at Queen Anne Elementary School. This is a result of the \$694.9 million Building Excellence IV (BEX IV) Capital Levy that was approved by more than 72 percent of Seattle voters in February of 2013. This levy supports the District's long-range plans to upgrade and renovate aging school facilities and to address enrollment growth.

Thanks to the levy, the Queen Anne Elementary School site is scheduled to receive upgrades that include an eight classroom and gymnasium addition. The new building addition is scheduled to open on the Queen Anne campus in September, 2019. Together with architects and our community, we have the opportunity to envision how this new building will be integrated into our existing Queen Anne campus.

You are invited to apply to join the **School Design Advisory Team (SDAT)** that will work with the architects to craft the concepts and specifications that the architectural team will follow when they draw their plans for the building.

The School Design Advisory Team will be composed of current Queen Anne administration, staff, parents and neighborhood residents. Our goal is to form a working team of 10-14 individuals who can commit to five formal meetings beginning in February 2016 and one additional community meeting in May, 2016. Our goal is to have the team recommendations complete by June of 2016 so that the architects can move to the next phase shortly thereafter.

The following dates have been scheduled for the School Design Advisory Team workshops. Please note: **Team members must commit to attending all of the following workshops.**

- Workshop #1 – Project Orientation & Virtual Tours, **February 11, 2016**, 4:30pm -6:30pm @ QAES
- Workshop #2 – Visioning and Goal Setting, **February 25, 2016**, 4:30pm - 6:30pm @ QAES
- Workshop # 3 – Eco-Charrette, **March 3, 2016, 1 – 4pm @ JSCEE**

- Workshop #4 – Design Charrette, **March 24, 2016**, 4:30pm -6:30pm @ QAES
- Workshop #5 – Concept Design Presentation, **April 7, 2016**, 4:30pm - 6:30pm @ QAES
- Community Conversation, evening the week of @ Queen Anne Elementary School, Time TBD - In **May, 2016**

Unforeseen circumstances may necessitate a change in the SDAT meeting schedule.

Our goal is to develop a well-balanced School Design Advisory Team with instructional experience, community knowledge and design expertise. Please complete the application on page 2, and email the form to **Vincent Gonzales, Project Manager** at Capital Projects (vrgonzales@seattleschools.org) or mail your application to the John Stanford Center for Educational Excellence at **MS 22-332, PO BOX 34165, and Attn: Vincent Gonzales, Capital Projects**. Applications are due by 3:00pm on January 18th, 2016. Once decisions are made, all team participants will be notified by Vincent Gonzales on January 29th, 2016.

Thank you for considering joining this team and making a significant contribution to the future of children in Seattle!

Sincerely,

Amy McCue Jessee, Interim Principal
Queen Anne Elementary School

** Charrette is a collaborative session in which SDAT members draft a solution to the design.*

Application for Queen Anne Eight Classroom and Gymnasium Addition

School Design Advisory Team

Name _____

Phone number _____

Email _____

1. Why would you like to join the School Design Advisory Team (SDAT) for this addition to the Queen Anne Elementary campus?

2. What possibly-unique perspective would you bring to the School Design Advisory Team?

3. How do you approach listening to diverse opinions and making decisions when there is no one “right” way?

4. What would you like to get out of membership on the School Design Advisory Team?

5. Are you the parent of a Queen Anne Elementary School student(s)? If so, please state the grade of your student for the upcoming 2016-2017 school year.