

MEETING MINUTES

PROJECT:	Queen Anne Elementary School Seattle Public Schools	PROJECT NO:	2015917.00
DATE:	14 April 2016	FILE NAME:	160414 (SDAT 05 mins).docx
SUBJECT:	School Design Advisory Team (SDAT) Meeting 05 - Concepts		

MEETING DATE:	7 April 2016	TIME:	4:30-6:30
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LOCATION: Queen Anne Elementary

ATTENDEES:	Joe Bailey -Fogarty	QAES
	x Nancy Buran	QAES, Nutrition
	x Jenny Brailey	Parent
	Gloria Chambers	Neighbor
	x Julie Colando	QAES
	x Elena Damm	Parent
	John Leary	Parent
	Jenny Lee	Parent
	x Patty Maxfield	Neighbor
	x Amy Jessee	QAES
	x Megan Palumbo	QAES
	x Ted Panton	Parent
	x Geness Reichert	Neighbor
	x Jeffrey Riley	QAES
	x Jeff Rothenberg	QAES, PE teacher
	x Mark Stewart	Parent
	x Vince Gonzales (VG)	SPS
	x David Mount (DM)	Mahlum
	x JoAnn Wilcox (JW)	Mahlum
	x Forest Payne (FP)	Mahlum

The following represents the architect's understanding of discussions held and decisions reached in the meeting. Anyone with amendments to these minutes should notify the author within five (5) days of the minutes date in order to amend as appropriate.

CORRECTIONS TO PREVIOUS MEETING

:: n/a

ITEM	DISCUSSION	ACTION BY
5.1	<p>Geness Reichert asked to raise a couple concerns on behalf of the neighboring community:</p> <ul style="list-style-type: none"> :: GR asked if there would be a new traffic plan, VG confirmed that there would be. VG and JW explained that the traffic consultant will work with the design team to determine the best fit for the project. :: GR urged that the wellbeing of the historic trees on Bigelow Ave, which are owned by the Parks Department, be considered and assessed as the transportation plan is developed. GR was particularly concerned about the weight of the buses on their root system. DM mentioned later in the meeting that an arborist will be contracted with assessing the health of trees that might be impacted by the project. 	
5.2	<p>SDAT recap</p> <ul style="list-style-type: none"> :: JW presented a summary reminder of the process the SDAT has taken to date, and a time was set for the 6th and final session before the summer break. :: The date agreed to was May 5th at 4:30 in the QAE Library. 	
5.3	<p>Report Back - Observation Day & Student Engagement</p> <ul style="list-style-type: none"> :: JW presented commonalities that JW & FP noted in their visits to various classrooms during their Day of Observation on March 24th :: JW presented results of the two student group activities JW & FP also conducted that day, including their ideal gym and site diagrams with their thoughts on what works and what doesn't around the campus. :: JW presented results of an exercise conducted with the PTSA on March 24th before SDAT 04 	
5.4	<p>Goals</p> <ul style="list-style-type: none"> :: JW conducted a group exercise to consolidate and finalize the Top 5 goals that made the last cut in SDAT 04. The goals are: <ul style="list-style-type: none"> :: Learning and collaboration are encouraged and accommodated everywhere :: Public spaces and Resource Room are distributed around the campus, are easy to access, and ensure that all kids feel they belong, <ul style="list-style-type: none"> :: Gender inclusivity in restroom facilities was expressed as very important to the staff, and was agreed to be an integral part of this goal. :: Gatherings of all sizes inside and out are encouraged and accommodated, including soft and comfortable seating inside and natural areas outside. :: Multipurpose work space(s) for art, Project Based Learning (PBL) and STEM with provisions for demonstration and storage for in-process work :: Flexible, shared breakout spaces that are quiet and separated from distractions, accessible from the primary teaching spaces, including the gymnasium. 	

- 5.5 :: Goals that made the last cut in SDAT 04, but did not make the Top 5 are:
- :: Quiet, calm dining space
 - :: Outdoor learning
 - :: Design to fit into the neighborhood, welcoming
 - :: Natural ventilation
 - :: Scaled for kids
 - :: Safety
- 5.6 Mission Statement
- :: JW conducted an exercise for groups to write a mission statement that captures the Top 5 goals. The four proposed statements are:
 - :: **The new QAE encourages children's love of learning and social emotional development. It will place our most treasured group spaces - gym, dining, and library - at the heart of our campus, and encourage exploration, sharing and learning everywhere, inside and out, to maximize all students' potential.**
 - :: **Creating a space where all students have a sense of belonging and where learning and collaboration happen everywhere.**
 - :: **Come see the future of 21st century learning! This campus will "wow" you with all of the creative spaces for digital citizenry, project-based and S/E learning. From the soft outdoor play spaces to the hands-on, adaptable classrooms; all students feel they belong here. We invite you to gather with us, learn with us and play with us!**
 - :: **QAE will be designed so that form follows function:**
 - :: **Function**
 - :: We are creative
 - :: We learn everywhere, we learn together
 - :: We are concerned, confident and compassionate citizens of the world
 - :: We are self-directed learners
 - :: We encourage each other to think critically and learn more.
 - :: **Form**
 - :: Spaces for gathering inside and out
 - :: Learning and collaboration everywhere
 - :: Flexible classrooms
 - :: Quiet spaces / breakout spaces
 - :: Kids feel they belong in all spaces
 - :: Spaces are easy to access
- 5.7 Program comparison
- :: JW presented a summary of the existing program at QAE, including what is currently housed in portables, compared with the district ed spec, indicating the 8 additional classrooms and standard gymnasium size budgeted for this project
- 5.8 Site Analysis & Organizational Concepts
- :: JW presented site plans indicating historic entries, zoning setbacks, existing tree coverage, and view access to the historic building facades
 - :: JW presented five diagrams illustrating the basic approaches to accommodating

the addition on the site with the existing buildings and the resulting impact on play area and parking

- :: A parent commented that the space between the buildings helped to create a sense of openness and welcome on the site, and that the playground has become a gathering space for parents picking kids up at the end of the day. Rather than picking up students at the curb, many parents park and get out of their cars to meet their kids and other parents on the playground.

5.9 Report Back - Adjacencies exercise

- :: JW presented common themes from the groups bubble diagramming exercise in SDAT 04:
 - :: Covered Play adjacent to Gym
 - :: Commons adjacent to Gym
 - :: Library adjacent to Cafeteria/Commons
 - :: Stage adjacent to Cafeteria/Commons
- :: JW presented differences between the groups diagrams:
 - :: Division of Classroom Grades
 - :: Dispersion of public spaces
 - :: Location/adjacencies of Admin

5.10 Concept Development

- :: JW presented seven floor/site plan schemes to accommodate the 8 additional teaching spaces, the gymnasium, and ideas for possibly incorporating other goals that had been articulated and discussed during the SDAT process and with staff focus groups. JW made the caveat that these schemes may not all fit with the budgeted scope of the project. After presenting all the schemes, JW & FP recorded comments for each scheme, included separately.