

PALO ALTO HIGH SCHOOL
Palo Alto Unified School District

FACILITIES STEERING COMMITTEE MEETING

DATE: 26 October 2009, 3:15pm-5:00pm
SUBJECT: Palo Alto HS Facilities Steering Committee
ATTENDEES: See attached sign-in sheet

The following are the highlights of the meeting:

1. Principal Jacquie McEvoy (JM) called the meeting to order.
2. Erwin Lee (EL) gave an update of the progress of the Classroom and Media Arts buildings. He shared that DLM had met with both groups to review floor plan refinements and the interior elevations and indicated that the next milestone would be a presentation to the Board of Education (BOE) in December for the approval of the schematic design. The major developments for each building were:

Classroom Building:

- Investigated options to relocate the conference room in order to provide circulation around the skylight opening for the second floor. In the end, it was decided by the math department that the conference room was fine where it was originally shown and that circulation around the opening was not desirable given the trade-offs.
- The front of the classroom will vary from room to room. Markerboards placed on adjacent walls is preferred.

Media Arts Building:

- The focus of the discussion was the expansion in the program and area and its impact to the budget. Since some of the program elements in the Media Arts Building were originally proposed for the Career Technology Building (CT), the CT Building will now be smaller and therefore less expensive. The dollars originally set aside for this program in the CT Building will be reallocated to the Media Arts Building to fund the additional program elements. JM and Tom Hodges will review the reallocation of funds and present to the FSC at the next meeting.

3. The new buildings update led to a discussion of the Information Technology (IT) needs and what will happen in the new projects. Aimee Lopez (AL) shared that a meeting was held last week with the IT group to discuss the needs for the new buildings. The following comments expressed:
 - Rachel Kellerman (RK) suggested that the IT group should be highly involved in the process.
 - Stephen Pond (SP) asked if the infrastructure was currently in place or if it is budgeted as a part of the Master Plan to be installed to support the IT needs.

- TH indicated that the Master Plan project budget will pay for the infrastructure and individual building needs. However, cabling, equipment and active switches will be part of the technology budget. TH said that he will meet with the IT group to get a better idea of the IT needs and budget.
 - JM suggested that the IT group be invited to the next meeting to hear the concerns of the site. She wanted to make sure that the IT group understands what is necessary to operate the school.
 - EL suggested that the departments determine how they interface with technology and what they want it to do. It will be easier to tell the IT group what is desired and let them figure out how to achieve it.
4. EL indicated that a Paly Community Meeting was held on 10/22/09 to update the public and status of the projects. The presentation showed the conceptual design as they were approved by the BOE and introduced the companion landscape master plan effort. The main comments from that meeting addressed construction logistics, tree protection, overall coordination, drainage and support for making the campus a comfortable student environment. Mary Gordon (MG), who attended the meeting, added that they were very supportive of an organic and human environment.
 5. EL shared that a Landscape Subcommittee had been formed which will provide input to the Landscape Master Plan effort. In addition to community and staff members, students from the Paly environmental club and 'green team' participated at the meeting with much enthusiasm. The Landscape Master Plan team also met with the District's Sustainability Committee to discuss their interest and concerns.
 6. An update was given from the theater subcommittee meeting. The meeting focused on the program which was presented by the theater consultant in a format that compared the consolidated program interests of the theater subcommittee with that of the design that was generate for funding purposes via the CTE grant submittal. The highlights from the theater subcommittee meeting were:
 - The subcommittee recommended that the theater have a full fly
 - Consider a seating configuration with balcony. This configuration allows for a more intimate arrangement and allows for smaller performances to feel that they are not in front of an empty house. The balcony configuration will also allow more programs or functions to be placed in the same building footprint. The FSC had no objections with the balcony configuration.
 - Stuart Berman (SB) added that a recital hall/small lecture hall was discussed to augment the music venues. JM reminded that the Haymarket Theater future still needs to be determined and that it might become the recital hall or "black box" theater.
 - Concern that the performing arts program may require more area than currently contemplated in the 100 Building. JM indicated that she will meet with the performing arts group to discuss the specific concerns.
 7. EL updated the progress on the relocatables and that the documents have been submitted to DSA for plan check review and comments. AL indicated that a logistics plan and schedule is being studied by Gilbane, the construction management group, and that a plan will be presented at the next meeting. The concerns and comments regarding the relocatables:

- JM indicated that she had polled the site and the consensus was that they would rather have more relos and the construction done over a shorter duration than have fewer relos and extend the construction duration.
 - JM shared that the classroom utilization plan will be revisited to determine if the number of relocatables can be reduced.
 - TH added that at the last FSC meeting, direction was given to DLM to add the 8 relos to the documents so that the documents would be approved and permitted for 17 relos allowing flexibility in planning. However, the decision has not been made yet if the relos will in fact be moved and the classroom and media arts buildings constructed simultaneously.
 - Jerry Berksen (JB) asked what impact the construction and relo move will have on future rental opportunities. The impact will need to be reviewed and coordinated with the logistics construction plan.
8. A brief update on the Central Plant study was given. Members from the District's Facility group visited a two-story school with a similar installation to that being proposed for the classroom building. The installation demonstrated that the noise level to adjacent classrooms was not a problem and practically imperceptible. TH indicated that the decision remains to be made and is pending completion of the cost study. Relocating the central plant to the proposed classroom building will require reallocations of the Master Plan budget.
9. JM gave an update on the bleacher project. The bleacher project has been postponed in an effort to examine the entire stadium as a comprehensive project including not only the bleachers but the restroom and concession facility, track upgrades and entry. JM said that the current process was becoming a series of isolated projects and that an overall plan needed to be considered before any construction commences. However, this decision means that the bleachers will not be ready for next season as originally planned. Other concerns regarding the stadium project:
- Capacity of stadium to be 2,200-2,400 total for both home and visitors.
 - SP suggested that the District have an arborist review and determine the health of the trees within the vicinity of the project.
 - JM requested that a clear path of travel to the visitor's side be delineated that prevents the public from walking on the track in the end zone areas--possibly by installing fencing.
 - MG added that the entrance from Churchill will not change regardless of the stadium design proposals and it will remain a primary entrance and must be reviewed with this in mind. The campus circulation needs to be considered in its totality.
 - The visitor's side bleachers will be reduced to five rows as an interim plan to meet DSA requirements.
10. The next FSC meeting is scheduled for 30 November at 3:15

END

Prepared by Erwin Lee of Deems Lewis McKinley. Please advise if you feel that any of the above items are inaccurate or need further clarification or detail.

cc: Attendees

File

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Palo Alto Unified School District

26 October 2009

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Palo Alto Unified School District

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SIGN IN SHEET:

Facilities Steering Committee Schematic Design Meeting No. 2

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