

Columbine Elementary School
Building/Facility Visioning Process
Stakeholder Meeting Notes
November 12, 2008

Agenda

Welcome and Introductions
Our Purpose and Session Overview
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Welcome and Introductions

Columbine Principal Lynn Widger introduced the session facilitator, Jeff Wein, who briefly described his role and background and asked each of the stakeholders and meeting observers to introduce themselves.

Our Purpose and Session Overview

Wein described a three step process, beginning with this evening's meeting, that will address the future of Columbine. The first step is this building/facility visioning process (Nov/Dec, 2008) which will inform the work of the second step which is the convening and work of the Design Advisory Committee (DAT) beginning in January, 2009 . The third step will be a strategic visioning process regarding the instructional design for Columbine going into the future. This third step will commence in April, 2009.

The purpose of the Building/Facility Visioning Process is to develop a set of written principles regarding the what the stakeholder group would like to see in the design of the new Columbine building and its surrounding grounds and facilities. These principles will address the instructional facilities including classroom space, library, gymnasium, the arts, and technology; the use of outside areas for recreation and learning; the use of the facilities for community activities, meetings, learning, etc.; and safety issues include entrances/exits, traffic patterns, drop off/pick up, etc.

A question was raised about how the group can create such vision principles in the absence of the strategic discussion regarding instruction. It was pointed out that since we anticipate a life span of fifty years or more for this facility, the work at this stage is really about imagining what a great 21st century elementary school building and facilities in the Columbine area should look like and include without locking in to a very specific instructional design.

Process and Norms

Wein described this evening's process which would include both small group work at tables, and a report back to the large group by each table. Wein proposed the following Roles for

Collaborative Participants which could serve as the initial discussion norms for the Stakeholder group:

- Be prepared to contribute and participate
- Focus on the task and stay on track
- All voices have the chance to be heard once before any voice is heard twice
- Disagree productively, not personally
- Disclose information and ideas, and seek understanding from others
- Be open minded to new ideas
- Attempt to keep from becoming defensive
- Check perceptions with the group

Stakeholders were asked to supplement this list which they did by adding:

- Self check on appropriateness and understanding
- Respect each other and our views
- Get to the point, don't deviate
- Assume goodwill
- Consider other ideas
- Be inclusive to create a school for ALL students
- Think long term

Wein also addressed the observers present by asking them to feel free to listen in to all stakeholder discussions but to hold their questions until the end of the meeting at which time they would comment on their ideas and observations. Observers were also provided with a feedback form to submit detailed ideas and suggestions. A copy of this form is attached.

Initial Stakeholder Group Work

Stakeholders formed discussion groups at tables in such away to mix parents, teachers, and other community members. We also formed a table of our Spanish speaking participants who had simultaneous translation services available. Following up on the purpose described above, each discussion group was asked to address the following question:

What is your vision for the ideal elementary school facility for Columbine in the 21st Century?

Please consider:

- the instructional facilities including classroom space, the library, gymnasium/physical education, the arts, use of technology, etc.;
- the use of the outside areas for recreation AND learning;
- the use of the facility for community activities, meetings, learning, etc.;
- safety issues, including entrances/exits, traffic patterns, drop off/pick up, etc.
- other ideas

Below is a compilation of the specific, initial ideas and issues raised by the stakeholders:

Instructional Facilities

<p>Flexibility in space—large group and break out</p> <p>Small teaching, break out rooms need to be great design, too!</p> <p>Preschool/ECE-make these areas the best!</p> <p>More storage</p> <p>School rooms with two entrances</p> <p>Healthy environment</p> <p>Views out—sunlight, trees.</p> <p>Clear wayfinding [around the building]</p> <p>Acoustical control</p> <p>Environmental control (thermostats)</p> <p>Operable windows</p> <p>Mountain views</p> <p>Ventilation in bathrooms and the gym</p> <p>Area where kids can take care of themselves</p> <p>Breakout space in classrooms—possibly separate but close space</p> <p>Green energy efficiency.</p> <p>Built with healthy materials</p> <p>Renewably powered</p> <p>Low environmental impact materials</p> <p>Building teaches sustainability and responsibility for the environment</p> <p>Use passive solar design</p> <p>Use lots of natural daylight</p> <p>Consider geothermal HVAC</p> <p>Large glass foyer for light/energy and growing plants</p> <p>Storage for materials—easily accessible (not on top of closets)</p> <p>Meeting space for teachers outside of the library</p> <p>LCD project/document camera in each classroom</p> <p>Connected doors between classrooms for transition between classes</p> <p>Natural light</p> <p>Beautiful inside</p> <p>Timeless appeal</p> <p>Green</p>	<p>Multiple large group in areas with technology</p> <p>Computer look-up stations</p> <p>Environmentally friendly</p> <p>Indoor air quality</p> <p>Access to bathrooms off playground</p> <p>Multiple, flexible auditoriums, with stage performing areas</p> <p>Flexibility—diverse usage for common areas</p> <p>Adequate meeting rooms for staff and community</p> <p>Workroom next to the office</p> <p>Health room—good access to the office</p> <p>Non-institutional looking building</p> <p>Technology portion in each classroom</p> <p>External entrances and exits for community activities</p> <p>Auditorium</p> <p>Cafeteria—less institutional, improve acoustics</p> <p>Adequate storage for coats—mud rooms</p> <p>Climbing wall</p> <p>Spongy asphalt for the playground</p> <p>Marquee (2)</p> <p>Interior windows for observation into classrooms</p> <p>Anywhere in classroom could be front of the room</p> <p>Parent/community lounge/common area</p> <p>Lobby</p> <p>Faculty lounge with windows</p> <p>Student kitchen</p> <p>Teacher workspaces</p> <p>Acoustics</p> <p>Flexibility of space usage</p> <p>Storage</p> <p>Non-institutional aesthetics—welcoming</p> <p>Accessibility</p>
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<p> Lots of technology Cafeteria space large enough to facilitate all children having a 40 minute lunch AFTER recess Cafeteria and kitchen will all necessary storage, refrigeration, cooking equipment for whole fresh foods cooked from scratch Farm to school program Child sized salad bar Classrooms—access to outside, high ceilings, natural daylight, good acoustics, natural materials Modified open space for breakouts (larger alcoves off hallways) Design for acoustic dampening Separate areas of large noise from classrooms, e.g. gym, music, cafeteria Aesthetics!! Something on walls to display student work Storage!!! Computer las and computer gardens Windows that open Library with multiple break out areas Library designed to have multiple functions occurring simultaneously Library has break out space for lessons Enough library space for different genres Library is in constant use Great north light in art room Music room, gym, and cafeteria away from instructional rooms Dedicated art and must spaces Small theatre space used also by community Need a stage, performance venue Two areas each for P.E. and Music rooms Performance space a must Full size basketball court in the gym Kids community weekend (?) Accommodate afterschool programs Computer access—built in wireless, data lines and power throughout the </p>	<p> Space for adults to gather Computer lab and computer gardens Office—multiple rooms, storage space Graffiti wall Tack boards or walls to display student work Pre-K to five—mostly for track but flex (?) Attractive, state of the art preschool Two story is good—more outdoor space the better Be kind to neighbors, e.g. the view Green building should not deter from children’s education Least restrictive kid movement Accessible long term Sustainable, green building Breakout rooms Storage accessible Freedom of movement/no closed doors A sense of place In school traffic patterns close to grade level, but interactions with other teachers and students Separate kids/classrooms from public use spaces Increase size of preschool No cinderblock walls—too hard to hang things on Good, usable educational technology in the classroom Sliding white boards Cutting edge technology—LCD projectors, wireless, upgradable, modular, etc. Computer technology lab—digital projectors, scanners, computers, document camera Area for Greek theater (Latin) / auditorium A community room for parents / volunteers where they can meet with privacy A laboratory equipped with everything needed for science experiments </p>
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<p>room</p> <p>Technology in the classroom but not to the detriment of “book” library</p> <p>Need dedicated performance (assembly) space with acoustical separation</p> <p>Look to the future</p> <p>Separation of public and private areas</p> <p>Technology training for the future- circuit integrated television, interactive whiteboards</p> <p>Adaptable to changes in technology, access to switch circuits</p> <p>The temperature should be adjustable to improve learning (model for alternative solar energy)</p> <p>Adaptable spaces, soundproof walls to open and close, to hang things</p>	<p>Use of durable, organic and healthy materials</p> <p>Aesthetic and appealing space that is inviting from the outside and from the inside, out of this world, that motivates learning</p> <p>Greenhouse</p> <p>Covered space, recreational area for all seasons (inside recess)</p> <p>Track to run / walk with a stadium in the middle for use throughout the year</p> <p>A room for instrumental music (which now occurs in the halls)</p> <p>Spaces for lockers, individual things</p> <p>Computer lab</p>
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Outside Areas for Recreation and Learning

<p>Courtyard for outdoor “room”-one smaller, one amphitheatre (away from animal waste)</p> <p>Courtyard area</p> <p>Small, outdoor amphitheatre in courtyard</p> <p>Lots of green plants and trees</p> <p>Community garden</p> <p>Buffer on north side between school and city area</p> <p>Variation in topography</p> <p>Access to learning space—courtyard</p> <p>School/community garden & greenhouse</p> <p>Outdoor teaching lab to facilitate integrated learning using agriculture, gardening classes</p> <p>Different types of surfaces (stone, sand, rubber)</p> <p>Rock climbing face to climb</p> <p>Well-equipped soccer and volleyball courts</p>	<p>Aesthetic landscaping that draws in the community</p> <p>Community gardens as instructional space</p> <p>Safe but allow free movement of kids</p> <p>Courtyard, some covered areas, outdoor classrooms</p> <p>Greenhouse</p> <p>Playground with grass, no gravel</p> <p>Replacement of existing exterior activity spaces (soccer fields)</p> <p>Use the courtyard extensively</p> <p>Playground equipment for all ages</p> <p>Older kids need equipment</p> <p>Excellent playground space—soccer field, climbing equipment with lots of activities and multi ages, swings, “make believe” areas, use of natural materials</p> <p>Ample parking</p> <p>Space for outdoor patio for learning semi-plugged into the classrooms</p>
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Areas for gardening	Picnic area that will facilitate interaction, cement tables with a hole
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Community Activities and Meetings

<p>Have community theatre space Community computer lab Encourages community involvement Community language classes Community spaces-maximize use of gym/cafeteria with music close by Provide multipurpose rooms for after school activities (Jazzercise and other uses) A community room for parents / volunteers where they can meet with privacy</p>	<p>Library is also a community library (should be close to entry) Spaces designed for a variety of community classes Community website, electronic marquee A computer laboratory Picnic area that will facilitate interaction, cement tables with a hole</p>
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Safety issues

<p>Organize traffic around the site to minimize impact on each and every street Spacious pickup/dropoff without causing traffic jams Focus on traffic patterns Pick up/drop off separate from parking lot Bigger parking lot</p>	<p>More bikes, less cars Big event parking on non-paved areas Bus and parent drop off loops, close to building Use of durable, organic and healthy materials Entry and exit of cars that facilitates the traffic flow during rush hour Separated parking from the entry of children</p>
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As indicated above, each of five tables provided a summary report of their discussions. The first two presentations were delivered in Spanish, and then translated into English. The remaining were delivered in English and translated into Spanish.

Next Steps/Next Meetings

Based upon the initial ideas and issues detailed above, a set of draft vision principles for the new Columbine building and facilities will be drafted for consideration at the next stakeholder meeting. It is anticipated that additional ideas and issues will arise between tonight’s meeting and the next session, and will be incorporated into the draft principles.

The next meeting of the stakeholder group will be held on Tuesday, December 2, 2008 from 6:00 PM to 8:30 PM at Columbine. A light supper will be available beginning at 5:30 PM. A

third meeting has also been scheduled for Wednesday, December 17, 2008, also at 6:00 PM with food available at 5:30.

Session Evaluation

The stakeholders were asked what worked for them in the meeting this evening, and what they liked, and also what they would like to differently at the next meeting. Below are the responses:

What worked, what did you like?	What do differently next time?
Small, mixed group discussions Time for questions and comments Controlled discussion based upon norms Spanish/English rotation Respectful Good interaction	Mix Spanish and English speakers A warm up activity

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