

DESIGN ADVISORY TEAM MEETING MINUTES

PROJECT: NEDERLAND MIDDLE/SENIOR HIGH SCHOOL DATE: **November 3, 2009**
Boulder Valley School District PROJECT NO: **09117.00**
Boulder, Colorado

MINUTES BY: Jessica Blanford

LOCATION: Nederland Middle/HS

PRESENT: Jessica Blanford, John Bollinger, Marcia Clark-Smith, Joe Gierlach, Julie Ikler, Bernadette Kelly, Caeli Mahon, Laura Marts, Jack Mousseau, Fran Nygren, Rick Salaz, Troy Tewalt

DISTRIBUTION: All Present,

Number	Responsibility	ITEM / ACTION
04/01	Info	Review from DAT #3.
04/02	Info	Bernadette Kelly, Jack Mousseau and Jessica Blanford presented several floor plans for discussion.
04/03	Info	The addition of an office for the campus monitor/SRO was discussed. The campus monitor would not occupy the office in a full time position. The campus monitor had several needs including a secure storage place for keys and a place to issue parking permits. It was decided that (2) part-time specialists would share an office and the campus monitor would be located in the west office between the counselor and the specialists office.
04/04	MOA	The half high wall shown in the counseling area was discussed. This wall would need to be fairly tall for cabinets approximately 4' in height. This wall also made the space less flexible. This wall will be removed and file storage shown along the east wall to the conference room.
04/05	Info	A confidential records rooms for counseling was discussed. It was decided that some rarely accessed confidential records would be stored in the vault while other confidential records would be stored in offices.
04/06	MOA	The layout and size of the clinic was discussed. There was concern over how to supervise the clinic. It was decided that the clinic layout would be reversed with the restroom at the south side of the space and a door added to the hallway near the administrative offices. The clinic will no longer be directly accessed from the locker area.
04/07	MOA	Storage was also a concern for the clinic. It was decided that student medical records would be kept in a lockable cabinet outside of the clinic behind the reception desk. Medicines and first aid supplies would be kept in the clinic.
04/08	MOA	Operable exterior windows were requested at administration and counseling offices.
04/09	MOA	More visibility was requested from the offices to the administration entry/waiting area. A half height wall or opening is to be created behind the reception desk.

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DATE / #	Responsibility	ITEM / ACTION
04/10	MOA	Concern was expressed about snow removal at the west addition. MOA will investigate with the civil engineer possible regrading solutions and snow removal solutions.
04/11	MOA	The new corridor created from the existing football storage room seemed wider than necessary. MOA noted this may not be possible due to fire code and structural concerns. MOA will investigate decreasing the size of the corridor to provide more storage or weight room space.
04/12	MOA	The school requested the addition of a double door between the existing weight room and the new fitness room. MOA noted this may not be possible due to structural concerns. MOA will investigate the addition of a door.
04/13	Info	The chemistry room should provide 8 sinks and 8 double gas receptacles. The chemistry room should also provide space and infrastructure for 12 computers.
04/14	Info	The chemistry room will be used for other types of science classes. It was noted that chemical use needs to be separated from classroom use for safety reasons, there is not enough time between classes to clean the areas of lab use.
05/15	Info	A three dimensional model of the exterior of the building was presented by Jack Mousseau.
04/16	Info	The DAT approved the direction of the exterior design of the administration addition and fitness addition.
04/17	MOA	It was agreed that the science addition would attempt to match the existing construction on the south side of the building. MOA will reflect this decision in their drawings.
04/16	Info	Next meeting: Tuesday, December 1, 2009 at 3:30 pm at Nederland Middle/High School.

END OF MEETING MINUTES

This record of the Meeting is considered complete and accurate unless written notice is received by M+O+A within 5 days of issuance.