



S L A T E R P A U L L  
A R C H I T E C T S

MEETING MINUTES No. ONE

DATE: March 5, 2009

PROJECT: Eisenhower Elementary School

JOB NO.: 10909.000

PRESENT:	Name	Company/Role	E-mail
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SUBJECT: Eisenhower DAT Kick off Meeting

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1. The group prefers Tuesday afternoons as the regular meeting time. The next meeting will be on March 17<sup>th</sup> at 3:30 p.m. The meeting schedule for now will be to have meetings at 3:30 p.m. on March 31<sup>st</sup>, April 14<sup>th</sup>, May 5<sup>th</sup>, and May 19<sup>th</sup>. The teacher's last day is May 29<sup>th</sup>. SLATERPAULL will e-mail out meeting minutes and Lindsay will post them on the web site.
  2. Lindsay distributed DAT guidelines and the bond program summary. The voter approved Master Plan items must be addressed in this project. A letter will be sent out to the neighbors of the school to inform them about the project. DAT meetings are open to the public, but the DAT members will be making decisions for the project. There will need to be a Spanish translation for the posted information. The Schematic Design and Design Development documents will also be posted on the website.
  3. Master Plan review - the school is concerned that the facade repairs are not listed, FCI will look at this as an alternate but it will be a priority.

4. Ed Spec review - this will be discussed in more detail later once the new spaces are identified. New spaces will meet Ed Specs and efforts will be made to bring some of the existing spaces up to current spec. The classroom areas will not be modified.
5. Project Budget review - \$2.4 million is the target for construction cost.
6. Schedule review - the goal is to get as far into design as possible before summer break. The ultimate goal is to complete construction by Fall 2010.

#### PE COMMENTS

7. Storage is an issue. There is not enough storage space. The cafeteria is used as a gym for the younger grades. Storage is now along the walls. Additional storage should accommodate the gym, music, and cafeteria needs. The existing shed is filled with interior P.E. equipment that would need to be accommodated in the new storage.

#### RESOURCE PROGRAM / INTENSIVE LEARNING CENTER/ ESL SCHOOL

8. They need two spaces, one that is more quiet and one that is more noisy. They like the central location and would like to stay together. The acoustics are important and when it is noisy it disturbs the classrooms. They need dedicated changing /restrooms. They currently have 15 students. They would also like a teacher work area, along with medical and food storage. The school needs more than one conference room and Special Education needs to have a conference room.

#### SMALL GROUP ROOMS

9. English as a Second Language should have 2 rooms for 10-12 kids. A central location would be better for ESL and the existing ESL room could become a music room.
10. TAG has 10-12 students and they need storage and computer access. They do not use the space all day but it could be utilized all day.
11. Literacy currently has 4 ½ time staff that are currently in classroom pods. The pods are too noisy and it would be better to meet in small group rooms.. They have up to 12 students and need 4 spaces, possibly a large room that could be divided.
12. Math intervention had about 6-8 students.
13. OT is currently on the stage, they need a motor lab that has good acoustic separation.
14. Speech noted that their current space is adequate.
15. It would be desirable to have all of these programs in close proximity to each other and somewhat central within the school.

KINDERGARTEN

16. Need a teacher work areas, coat rooms (the current ones are too small) that face the outside playground. Storage for outside toys. Storage for indoor items as well. Hard flooring would be preferred. Carpet at restrooms is bad. They like the joined kindergarten area - not separate rooms. They are willing to give up overhangs and have a shared coat room.

ADMINISTRATION OFFICES

17. They like the Ed Spec requirements. The health room needs to be H.C. accessible with medicine storage and better security.

GENERAL

18. The drop off is an issue, but it is not a part of the master plan and is not currently funded.
19. Classroom teacher would like work space and conference areas. The classroom light switches and storage are a problem. The coat areas are insufficient. These were not identified as part of the scope of work in the bond.
20. The school in general needs more outlets. This is part of the Master Plan scope of work.
21. Could the Library Media Center be moved out to the addition?

End of Meeting Minutes

The foregoing represents our understanding of the items discussed and the conclusions reached. If no corrections are received within 5 business days the project will proceed based on this understanding.

Respectfully Submitted,

**SLATERPAULL ARCHITECTS, INC.**



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Adele Willson, AIA, LEED A.P., Principal

Distribution: File  
Attendees