

Lopez Island School District
 PDAT Kickoff
 18 February 2015

Lopez Island School District Improvements

TCF Architecture Project Number: 2014-012

Attendance: See Sign-in sheet, attached

Distribution: Attendees via LISD PDAT Google Drive.

Notes: Handouts from the meeting and presentation are attached as is an updated schedule of workshops.

Action Items:

Item #	Topics/Discussions	Discussions/Action/Status/Follow-up
1	Introduction	A. John Holding introduced himself and went over what has transpired to date, in order to get to this point, tonight’s agenda and goals for the kickoff meeting; asked everyone on the PDAT to make every effort to attend all meetings; and indicated that the balance of workshop dates would be discussed and decided during the kickoff. B. John then introduced the design team from TCF Architecture – Brian Fitzgerald and Andrew Hickman and the management team from The Robinson Company – Kirk Robinson and Jennifer Everett. Each firm then spent a few minutes introducing who they were for those who had not met them previously. C. Bill Evans spoke to the logistics of the meeting – dinner provided at mid-point, coffee and water available in back. D. An announcement was made that the meeting was being recorded to assist in preparing the meeting minutes. E. All attendees introduced themselves. F. John gave a history of the process that led to the approved bond, how the revised scope was decided and the directives that define the guiding principles – Keep the school running and safe, significantly reduce facility operating costs, enhance the educational capabilities of the facility, enhance Lopez Island School as an inviting, healthy and inspiring ‘school of choice’. With that he went over underlying assumptions and values behind the principles. G. Brian F followed this with an overall schedule for the project from today through completion.
2	Process	A. John described the process to be undertaken by the PDAT to define a scope of work. He reviewed the roles and responsibilities of the PDAT (Project Design Advisory Team) – An advisory team, School board takes these advisements and makes decisions. Use your knowledge, perspective and experience to share and spark discussion. This process is your model sailboat to prepare the project and collaborate, setting it up for success when the design team takes the ideas forward. Listen, analyze and share. B. Brian F – PDAT has two hats. First you are a representative of your constituents and expertise. Secondly – what is the best for the greater good over the long-term. Reach out, bring ideas back with you. He once heard a non-architect state that a designer is anybody who shares a good idea or asks a good question. Let’s work together to get to the essence of each goal to create the best design possible. C. Kirk Robinson – Think not of your space, but the spaces of the future. This is not always easy, but it is a part of the process. Don’t be afraid to ask what other school districts are doing. Look beyond what is happening here, today in creating what the school will be. D. John added that there is a possibility of taking an off-island tour of other schools later in the process if it makes sense to help open minds to what is possible.

		<ul style="list-style-type: none"> E. Nothing is confidential – take these meetings out to the community, bounce it off of those you cross paths with and bring back information. F. John pointed out that this is the school of the next 25 years that is being designed. The funding available needs to be utilized with that in mind. G. If you feel things are not going well, John asked that you talk to him, confidentially or otherwise, as the chairman voicing your concerns so they can be addressed. H. This project has been discussed over a period of time and the community may have already heard all they want. However, a couple of community open meetings to show where things are heading will probably be held. Also, articles in the paper will continue to be placed to keep the community apprised. I. A comment was made to carefully use words – Schematic design – an idea of the direction, not a final resolution. J. Another question asked whether the community meetings would be tied to or separate from the PDAT meetings. Kirk added some experience information on how to present to get the most valuable feedback. Brian F added further that the key is to listen, but that the voices that will carry weight on Lopez Island are those who have dedicated themselves to this process. K. John – Don’t take the debate outside. Debate within these workshops to define direction.
<p>3</p>	<p>Input from PDAT</p>	<ul style="list-style-type: none"> A. John asked the PDAT to share – What do TCF and Robinson need to know about the school and community in order to understand the Lopez Island Schools? B. Denny Jardine focused on what is not known? Assessment of existing conditions. Do the upfront work to help with the process – know what is here, what condition it is in and take all of that into account. Helps to create starting points. Brian F answered that the efforts Denny describes are upcoming shortly and they are an important, concurrent effort. C. One comment was to make sure the STEM is identified as a priority. D. A question was asked regarding what would happen to the previous designs from the original bond scope. Brian F answered that the process would be started anew while still taking into account what was heard before – if it remains applicable today. E. Someone asked how repairs would be addressed compared to improvements. John answered F. This is an island of visionaries – the vision of people who came here, built their own homes, who created their own solid waste utility district with zero waste. People who are committed to the big picture – larger than their lifespan. People thinking beyond themselves. It is an island of volunteers and that spirit runs the island. The dump and the library were both cited as examples. The island also attracts visionaries – young farmers and families. Also, want to create an environment that is attractive to recruit staff to the vision of the island. G. The spirit of community. Lopez lives beyond its means. The spirit of volunteerism helps to allow institutions to function beyond what is possible with taxes and grants. Always try to do more. H. Don’t forget to wave. I. Lopez is different from the mainland and from the other islands. Biologically this is also true. Half of classifications of vegetation in state occur in San Juan Islands. This is a unique environment, 8000 years of human history, amazing opportunities for students and families to explore an exceptional environment first hand. Scores of doctorates earned and articles published on the biology of the islands. Tracing of water sources, channels, drainage are all available to provide historic perspective. School is not just inside, but outside the windows.

		<ul style="list-style-type: none"> J. Small school doing very big things. Students visiting Nicaragua. Sports teams excel. School spaces utilized by many in the community. School is centerpiece or keystone of community. K. Water is a concern on the island. Salt water intrusion some places, wonderful water elsewhere, sustainability of water is a concern. L. Strong points is community involvement in education. People make an investment in educating their children. M. The greener the better. Purposeful is preferred over show is her opinion. Utilize the resources to the best we can. These are important community values. N. Fear of some technology. Potentially holding educational and economic potential back. Expect pushback to technology. Education needs to be on cutting edge. O. Realize that there are diverse perspectives, be sensitive as a public school serving all. P. Board relies on environmental and health experts to inform what is safe and unsafe technology. Wi-Fi is an example – OSPI and state health department say Wi-Fi is not a concern. This is current board policy as it applies to this project. Q. Visitors need to experience the entire island. Several suggestions of sites were mentioned. R. John H said this is the sort of insight we are seeking. Brian said that this is valuable.
<p>4</p>	<p>Dinner & Presentation</p>	<ul style="list-style-type: none"> A. Tour of existing school from east to west led by Denny Jardine. B. 2012 study by TCF was basis for original bond proposal. Brian F overview on how we got here and where we are going. Questionnaires, workshops, preliminary design work leading to a cost estimate. Site improvements, Building infrastructure (warm safe and dry), safety and security improvements, elementary improvements, potential new construction; some improvements to Decatur building. C. Slide show illustrating what went into the existing bond proposal by Brian F. Many of these items are not likely going to be possible with the approved bond. D. Can the information be given to the PDAT? LISD will organize distribution. Andrew will send out meeting minutes. E. Brian F – what are we missing? F. Culinary room is great, but garden room should not be close to kitchen, needs to be close to garden. G. Tour illustrated need and opportunity to provide improvements to Science. Russel likely to be included in those discussions. H. Ed Specs conferences are opportunity to discuss what is needed, what should be done. Book will be published with all of this information. I. Kirk noted that there was not much discussion of PE and athletics. John H noted that there were cuts in the bond that impacted these. Locker rooms may have work. PA and HVAC at gymnasium are items that may need to be addressed. J. John H – Lopez loves its sports. K. Track needs repairs due to roots. May only end up on wish list. L. Operable Panel between music and multi-purpose was removed. Noise issue at that time. M. Bill pointed out that 80% of secondary students are involved in extra-curricular activities in any given season and not addressing athletics could be an issue. N. If there is a sports activity elementary does not have a location for afternoon PE. Gym availability is an issue, especially for elementary. O. Can we turn to community for some items on the potential wish list? Communities will come together on sports. Bridge vision to reality. Kirk – could be PTA effort to fund. This is also sometimes true with the arts.

		<p>P. John H noted that school does not want to compete with the community theater as a facility.</p> <p>Q. Community recognizes needs – sewer, infrastructure. Easier to raise money for sports and for pipes. Other local districts are running levies to address specific programs like athletics or technology.</p> <p>R. John H - build trust with community to convince them to invest in the future.</p> <p>S. Denny – Wish list. In original bond planning was done to address long term. Better to think for the future rather than adding and boxing yourself in. The planning allows for the extension of services rather than replacing due to shortsightedness.</p> <p>T. Need to work towards underground and in the walls being in good condition. Kirk – what is included here is the first step. Size and plan for long term, don't be short sighted. Someone added – the dream presented is not necessarily the collective dream, be careful.</p> <p>U. Brian F. Not a master plan. Need to step back and understand what the goals are. John H. this project is a step to get where we want to be.</p> <p>V. Jennifer suggested that wish list be replaced with Parking Lot list. Term wish list can shift feelings and expectations.</p> <p>W. John H – what needs to be done is more than what can be done now. Document what needs to be done – deferred needs. Parking lot list (gravel parking lot) was agreed for items not in project. They could be in distant future, time to be determined, when funds are available. John H - focus on what we are going to do. Don't start talking about the next bond. This bond of \$9.6 million at more than 2x any previous amount is expected to keep the school running for 20 years.</p> <p>X. What does 'School of Choice' mean to this group.</p> <p>Y. John H – what is the aesthetic of Lopez, the sense of Lopez that can inform the design.</p> <p>Z. Look at exterior and interior. Challenge in community is that there is passion for education with a diverse view of what that means. Must balance inclusion, variety of academics, elementary / secondary.</p> <p>AA. School district and PDAT has an education / instruction role to play in defining future. Shoulder responsibility that the direction taken is the correct direction for the future. Sensitivity to the values, with a responsibility to communicate with the community.</p> <p>BB. Per Russel – you can read about science or you can participate in it. Technology is similar. One student left district to go to San Juan due to their new STEM facility.</p> <p>CC. Russel (and others) – Provide technical capabilities to attract students. He has been promoting individual schools taking a STEM focus and really, really doing it. Genetics is an example that is possible. May be a drawing card for the entire county – maybe not full time, but to learn what is only available here. Same opportunity exists in arts, humanities, auto shop, welding, applied physics. Has seen a great degree of energy at universities to design the building (a tombstone to the donor), rather than on the space, workings and function of the facilities. Provide facilities that are ideal for art, science, whatever.</p> <p>DD. Brian F. – What will education look like over the next 50 years. What does that mean in design to get the building out of the way of the program delivery. Jennifer noted that the technology will be obsolete soon, plan for beyond this.</p> <p>EE. Dave – space that is teleconference ready. Would give the opportunity to share teachers, share content within the islands. Students are there with online classes – schools need to catch up. Brian talked about ORLA project in Olympia and the ability in that building to work between buildings. John H pointed out that the ORLA, opening today, will be the first net zero energy school building in Washington. School is K-12 four programs – teacher education, distance learning,</p>
--	--	--

		<p>home school hub, Montessori K-6. Costs for that, total project as a new building was around \$30 million.</p> <p>FF. John H – If space could be freed in the secondary school there is the potential for this.</p> <p>GG. Patsy – School needs to welcome not just the school community, but the community as a whole. This building is an important place on the island for gatherings. Someone noted that spaces could be used in the evenings for adult education or other uses.</p> <p>HH. Many new students are coming from young sustainable family farm families. Some are not even old enough for school. This is a growing community on the island that is deeply rooted. People are looking at local, not what is on the internet, and the information provided by Russel was enlightening. He gets questions all the time regarding the biology and ecology of the islands. Has weekend classes on Orcas with 15 students with their parents. The 30+ students, parents included all ask questions. Children and their parents have a place to go learn – requires space that may be different. Think about this.</p> <p>II. Challenge between marrying what exists (community center, theater) and creating a hub for education by creating partnerships rather than duplicating facilities. Utilize resources, even outside the school, to maximize opportunities. John H pointed out that if you were starting from scratch the school would not be located here, but rather in the village near the other facilities. That isn't the case, but the school's goal is to share space.</p> <p>JJ. Student EMTs are very involved in school. Could be also tied to fire fighting. Is there an opportunity to earn credit for this in addition to volunteer hour credit.</p> <p>KK. Are there opportunities to zone the building for community use. Especially during the summer. Something to think about. Gym, Multi-Purpose and Kitchen, Library, etc. Potential card key access.</p> <p>LL. Brian F. – homework is if you have a brilliant idea, bring them to the next meeting. John H suggested breaking them into the 4 categories discussed earlier as a framework. Talk to people – what do you think.</p> <p>MM. Don't limit yourself now, get the ideas out there.</p>
5	Wrap up	<p>A. Next meeting 3/12 at 4pm.</p> <p>B. Brian A. – Thank you all for sharing your experience and ideas.</p>

Minutes by Andrew Hickman, TCF Architecture, PLLC

END OF MEETING MINUTES

If any information contained in these minutes does not meet with your understanding, please provide written comments stating any differences, or exceptions taken, to TCF Architecture PLLC prior to the next meeting. Revisions and clarifications to these notes will be formally made at the following meeting. In the event no exceptions are taken within one calendar week, TCF Architecture will assume that these minutes reflect a true and accurate record of the meeting.

(Note: Follow-up information or status updates, not specifically discussed at the meeting, may be included herein and identified as such.)

Memorandum

Telephone Record

Meeting Minutes

Note to File

By _____ Date 2.18.15 Page 1 of _____

Project LISD IMPROVEMENTS

Project Number 2014-012

Subject PDAT WORKSHOP #1

With/To SEE SIGN IN

Phone/Fax Number _____

<u>NAME</u>	<u>REPRESENTING</u>	<u>EMAIL</u>
ANDREW HICKMAN	TCF ARCHITECTURE PLLC	andrew@tcfarchitecture.com
BRIAN FITZGERALD	"	brien@"
RUSSEL BARSH	KWIAHT (nonprofit lab on lopez)	RLBarsh@gmail.com
LOrri Swanson	elementary	lswanson@lopez.k12.wa.us
Dave Sather	Sec' Principal	dsather@lopez.k12.wa.us
KIRMAN TAYLOR	COMMUNITY	KirmanT@gmail.com
Tina Katzenberger	community	tKatzenbe@hotmail.com
JOHN HELDING BOARD		jshu@helding.com
Carol Steckler	Community	humhouse@rockisland.com
Patsy Haber	Community / School Board	habers211@gmail.com
KATHYRN KESTER	Secondary Teacher	kkester@lopez.k12.wa.us
Cheryl Hartan	para-pro / custodians	charlan@lopez.k12.wa.us
Georgeanna Cook	Community	mycoachgmc@hotmail.com
MURK ROB. NSOU	ROB. NSOU CO	BKRob.NSOU@RobNSOU-CO.COM
TERI LINNEMAN	LOPEZ SCHOOL	tlinneman@lopez.k12.wa.us
JENNIFER EVERETT	ROBINSON CO.	JEVERETT@ROBINSON-CO.COM

Denny Jardine	school MAINT	djardine@Lopez.k12.wa.us
Brian Anckland	Supt./Principal	banckland@Lopez.k12.wa.us

NOVEMBER 4, 2014
LOPEZ ISLAND SCHOOL DISTRICT
CAPITAL PROJECTS BOND REQUEST

FACT SHEET

WHEN? November 4, 2014

WHAT? Capital Projects Bond to renovate, upgrade, and bring school facilities up to safety, health and education standards

HOW MUCH? Bond = \$9.6 million. Approximately 31 cents per \$1000, or \$124 per year for a \$400,000 home. Lopez will remain in the lower 1/2 of annual local school tax paid for median property, for school districts in the state.

WHY? The Bond will provide funds for critical upgrades and renovations to Lopez and Decatur facilities, to bring them up to education, safety, health, and code standards. These efforts will also allow the district to save money on utilities, energy, maintenance, and increased efficiencies, and apply these savings to teaching and learning budgets.

ASSUMPTIONS: The District has sought input and listened very carefully to the community and has determined the following assumptions:

- ▲ The community wants high quality schools.
- ▲ The facilities should be safe, healthy, and educationally viable.
- ▲ It makes sense to fix and repair the facilities before they fall apart and have to be replaced, and that time is now.
- ▲ It is important to be able to put as much of limited general fund resources into teaching and learning budgets as possible.
- ▲ The community is willing to pay a reasonable amount to keep the schools safe, healthy, and up to education standards.
- ▲ It makes sense to use previous planning and other work as appropriate.
- ▲ The community expects the project to be well managed and their money to be spent effectively and efficiently.

WHAT DO WE GET? With the help of a comprehensive design process, including input from a representative planning committee (staff, students, community), it is estimated that approximately two thirds of the funding will be allocated for repair/renovation/upgrades to meet safety, health, efficiency, and long-term facility sustainability. Approximately one third will be spent on upgrading to current educational standards. The project will be managed, and oversight provided by an experienced project manager, to maximize financial and other efficiencies and to assure a quality project.

Two Thirds of the Bond Will Fund:

- ▲ Systems repair and upgrade (plumbing HVAC, electrical, etc.)
- ▲ Fixing septic system problems
- ▲ Campus wide communication system
- ▲ Improved campus wide safety and security
- ▲ Fire alarms and suppressant systems upgrades
- ▲ Basic restoration of classroom and other spaces (flooring, lighting, windows)
- ▲ Safe bus loading area
- ▲ Kitchen restoration and remodel to meet critical safety, health and education needs
- ▲ Development of common / central offices
- ▲ Upgrade to energy efficient building envelope
- ▲ Repair and address of locker room health, safety, and efficiency of supervision and use
- ▲ Other

One Third of the Bond Will Fund:

- ▲ Technology infrastructure and capital technology equipment
- ▲ Renovating classrooms and other learning sites to meet educational standards
- ▲ Re-purposing existing spaces to create and/or improve teaching sites (including voc. ed)
- ▲ Further development of the kitchen as a learning site (including voc. ed)
- ▲ Bringing science lab/facilities up to educational and safety standards
- ▲ Playground safety
- ▲ Bringing athletic, music, art spaces up to educational and efficiency standards
- ▲ Other

CONTACT

Superintendent Bill Evans 468.2202

bevans@lopez.k12.wa.us

LOPEZ ISLAND SCHOOL DISTRICT CAMPUS IMPROVEMENTS

WORKSHOP SCHEDULE

Revised: March 11, 2015

WORKSHOP #1 – GETTING ACQUAINTED AND PROJECT OVERVIEW

Wednesday, February 18, 2015

PART 1 – GETTING ACQUAINTED AND PROJECT OVERVIEW

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
3:30 to 5:00 PM Location: LISD	Purpose: Get acquainted, and understand the project and process. Agenda: A. Introductions: All B. TCF Introduction and Firm Overview: TCF C. Robinson Company Introduction and Firm Overview: Robinson D. Project Introduction: LISD <ul style="list-style-type: none"> • Bond: Amount and Use • School Boards Goals • Other? E. Design Process and Project Schedule: TCF F. PDAT Roles & Responsibilities: LISD G. Community Input: LISD H. LISD School & Community Overview (What should TCF and Robinson know about the school and community?): LISD I. LISD Campus Tour: LISD lead J. Other Topics? K. Questions?	<u>LISD:</u> John Holding, LISD Bill Evans, LISD Brian Auckland, LISD PDAT <u>Design Team: TCF</u> Brian Fitzgerald Andrew Hickman <u>Project Manager: Robinson</u> Kirk Robinson Jennifer Everett

Dinner Break: +/- 5:00 to 5:45 PM

PART 2 – PROJECT WORK SCOPE

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
6:00 to +/-7:30 PM Location: LISD	Purpose: Initial discussion to identify the potential project scope. What are the facility improvement needs? Tentative Agenda: A. Review of Scope Discussions from 2012 Study - What still applies and what are the priorities?: LISD / TCF B. New Scope Items – Are there any new items that should be considered?: LISD / TCF C. Future Work – Are there any items that should be planned for in the future that are not to be considered for this project?: LISD / TCF D. Project Goals Development – What are the overarching goals for the project?: TCF / LISD E. Other Topics? F. Questions? G. Confirm Next Meeting / Workshop date and time.	<u>LISD:</u> John Holding, LISD Bill Evans, LISD Brian Auckland, LISD PDAT <u>Design Team: TCF</u> Brian Fitzgerald Andrew Hickman <u>Project Manager: Robinson</u> Kirk Robinson Jennifer Everett

EDUCATIONAL SPECIFICATIONS CONFERENCES

Thursday and Friday, March 12 and 13, 2015

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
<p>Two to three day long series of approximately 1 hour long conferences with staff</p> <p>Location: LISD</p>	<p>Purpose: Educational Specifications are the Functional Program that will describe the detailed requirements and goals for all work. With Project Scope Goals identified, Educational Specification Conferences to be held with selected LISD staff members (including some of the PDAT team as appropriate) to discuss specific needs in more detail. These are typically individuals and small groups that can represent specific areas of the building and site. As an example, a conference with a couple elementary school teachers to discuss elementary classrooms improvement needs.</p>	<p>LISD: TBD Designated School Staff</p> <p>Design Team: TCF Brian Fitzgerald Andrew Hickman</p> <p>Project Manager: Robinson Jennifer Everett</p>

WORKSHOP #2 – ED SPEC UPDATE AND PROJECT PRIORITIES

Thursday, March 12, 2015

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
<p>4:00 to 6:00 PM</p> <p>Location: LISD</p>	<p>Purpose: Continue project discussions and discuss priorities</p> <ul style="list-style-type: none"> L. Overview of Workshop #1 <ol style="list-style-type: none"> 1. Introductions 2. Project Overview 3. Design Process and Schedule 4. PDAT Roles and Responsibilities 5. Community Input Process 6. Campus Tour 7. Getting to know Lopez Island Schools and Community 8. Initial Project Study from 2012 (what was envisioned) 9. Scope Priorities and potential Future Work M. PDAT Homework: Additional items of importance to consider for the project? N. Educational Specifications (Ed Specs) Conferences Update O. School Board Priorities (reminder) <ol style="list-style-type: none"> 1. Keep Facility Running and Safety: Infrastructure 2. Reduce Operating Costs: Energy and Operational Efficiency 3. Enhance Educational Capabilities: Improvements to support the educational program 4. Enhance LISD as a “School of Choice” P. Priorities: What are the priorities for ? <ul style="list-style-type: none"> • Enhancing Educational Opportunities? Science CR/Lab, classroom upgrades, etc. • Enhance LISD as a “School of Choice”? Ideas of how to do this. Q. Questions? R. Next Meeting - Thursday, March 26, 4 to 6 PM: Ed Spec recap and finalize project priorities. 	<p>LISD: John Holding, LISD Brian Auckland, LISD PDAT</p> <p>Design Team: TCF Brian Fitzgerald Andrew Hickman</p> <p>Project Manager: Robinson Jennifer Everett</p>

WORKSHOP #3A – SUSTAINABILITY (WSSP)

Thursday March 26, 2015

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
<p>Approximately 2 hours, beginning at 4 PM</p> <p>Location: LISD</p>	<p>Purpose: Provide a sustainability overview, and set WSSP Sustainability Goals</p> <p>Agenda:</p> <ul style="list-style-type: none"> A. Introductions and Roles B. Sustainability Goals: Using the WSSP Scorecard, discuss and set project goals for sustainability 	<p><u>LISD:</u> John Holding, LISD Brian Auckland, LISD PDAT</p> <p><u>Design Team: TCF</u> Brian Fitzgerald Andrew Hickman TCF Consultants (by phone)</p> <p><u>Project Manager: Robinson</u> Jennifer Everett</p>

WORKSHOP #3B – EDUCATIONAL SPECIFICATIONS RECAP

Thursday March 26, 2015

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
<p>Approximately 2 hours, beginning at approximately 6 PM</p> <p>Location: LISD</p>	<p>Purpose: Review and discuss information developed from Ed Spec Conferences with PDAT, before Architects finalize the Ed Specs. Finalize project priorities.</p>	<p><u>LISD:</u> John Holding, LISD Brian Auckland, LISD PDAT</p> <p><u>Design Team: TCF</u> Brian Fitzgerald Andrew Hickman</p> <p><u>Project Manager: Robinson</u> Jennifer Everett</p>

WORKSHOP #4 – DESIGN CONCEPTS REVIEW

Wednesday, April 15, 2015

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
<p>Approximately 2 hours, 4 to 6 PM</p> <p>Location: LISD</p>	<p>Purpose: Review Initial Design Concepts and Scope of Work for proposed improvements.</p> <p>Tentative Agenda:</p> <ul style="list-style-type: none"> A. Present Design Concept Options B. Q&A C. Provide feedback on Design Concept Options, and establish direction for next round of design work. D. Confirm Next Meeting / Workshop date and time. <p>Note: Initial Cost Estimating to follow this workshop.</p>	<p><u>LISD:</u> John Holding, LISD Brian Auckland, LISD PDAT</p> <p><u>Design Team: TCF</u> Brian Fitzgerald Andrew Hickman</p> <p><u>Project Manager: Robinson</u> Jennifer Everett</p>

WORKSHOP #5 – REFINED DESIGN CONCEPT(S) REVIEW / SELECTION

Thursday, April 30, 2015

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
<p>Approximately 2 hours, 4 to 6 PM</p> <p>Location: LISD</p>	<p>Purpose: Review Refined Design Concepts, Scope of Work and estimated costs.</p> <p>Tentative Agenda:</p> <ul style="list-style-type: none"> A. Present Refined Design Concepts, Scope of Work and estimated costs. B. Q&A C. Prioritize improvements and determine items needing additional study. 	<p><u>LISD:</u> John Holding, LISD Brian Auckland, LISD PDAT</p> <p><u>Design Team: TCF</u> Brian Fitzgerald Andrew Hickman</p> <p><u>Project Manager: Robinson</u> Jennifer Everett</p>

WORKSHOP 6 (AND 7, IF REQUIRED) – FINAL SCHEMATIC DESIGN REVIEW

Thursday, May 21, 2015 (also, Thursday, June 4 if necessary)

TIME/LOCATION	SESSION AGENDA	ATTENDANCE
<p>Approximately 2 hours, 4 to 6 PM</p> <p>Location: LISD</p>	<p>Purpose: Review Completed Schematic Design</p> <p>Tentative Agenda:</p> <ul style="list-style-type: none"> A. Present completed Schematic Design and Cost Estimate B. Q&A C. If direction set and estimated costs are in line, PDAT recommends approval of Schematic Design for School Board presentation and approval. 	<p><u>LISD:</u> John Holding, LISD Brian Auckland, LISD PDAT</p> <p><u>Design Team: TCF</u> Brian Fitzgerald Andrew Hickman</p> <p><u>Project Manager: Robinson</u> Jennifer Everett</p>

Future Workshops: Future workshops with the PDAT will include:

- Design Development Phase Room Layout Conference: Similar to Ed Spec Conferences. Small group conferences with the same individuals that we met with to develop the Ed Specs. These conferences will be to review detailed room design for all rooms proposed to be remodeled. This again is usually a 2 to 3 day process at LISD.
- Design Development Phase Color Selections: Workshop(s) with PDAT to select interior and exterior colors and materials.
- PDAT Updates: At the end of the Design Development Phase and the Construction Documents phase to review budget and schedule.

School Tours: Determine later if they are needed.