



## Meeting Minutes

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### # AR-001

<b>Project:</b>	Arapahoe Ridge ES Addition and Renovations	<b>Date:</b>	2017-04-20
<b>Project No.:</b>	17-11	<b>Time:</b>	2:00 pm
<b>Attendance:</b>	Margi Ammon - Coordinating Architect - Adams 12 Tim Dolezal - Project Manager - Adams 12 Kim Walsh - Executive Director - Adams 12 Kate Vogel - Arapahoe Ridge Principal - Adams 12 Kevin Denke- Communications Specialist - Adams 12 Corky Bradley - Principal in Charge - RB+B Architects Matt Arabasz - Educational Planner - RB+B Architects Josh McGarvey - Project Manager - RB+B Architects	<b>Location:</b>	Arapahoe Ridge

*These meeting minutes are believed to be an accurate account of this project meeting. If there are any questions and/or comments, please contact RB+B Architects.*

Item #	Item	Action
01	The school is overcrowded with 624 students. There are 3 buses. Currently a four round K-5, but adding ECE in this project.	-
02	The general scope of the project includes 10 general classrooms + 2 ECE classrooms, new carpet throughout and other deferred maintenance items. Adams 12 standards are for hard surface flooring in hallways so the final material selection will need to be discussed in greater detail.	-
03	Project will be a success if team communication is good, schedule is upheld and DAG involvement is strong. Putting kids first is the #1 goal.	-
04	Tim will be the primary point of contact for the school district acting as project manager. Sonya and Margi will be supporting Tim in various capacities throughout the duration of the project. Kevin will assist with all public communications aspects of the project.	-
05	Adams 12 educational specifications and technical specifications are the base standards for construction. Any standards issued by the school district prior to January 2015 are now obsolete and should be discarded. There is a Consultant Guideline section in the new specifications.	-
06	The Authorities Having Jurisdiction over the project will be CDFPC and Westminster Fire. Adams 12 does is not technically under the jurisdiction of the city of Westminster but plans to take a "good neighbor" approach to interactions with the city.	Josh to contact AHJs.
07	The school houses a SSN program with 16 students. The current room is too small for this many students plus as many as 7 adults. There is no accessible ramp to playground.	-

08	This is the Design Steering Committee (DSC), who is the decision making committee for the project. The Design Advisory Group (DAG) is to give guidance but is not the decision making team. Kate has organized the DAG which includes a 1st grade teacher, a 5th grade teacher, office manager, a parent/AP and another parent.	Kate to notify DAG of first meeting.
09	Existing garden is very important and any relocation or changes due to the project need to be communicated with the garden committee at the school; the gym is used by the city in the summer.	-
10	Existing building issues: Move books/resources (possibly to current SSN space) so they are locked. They are currently in the break-out space on the second floor. Building causes shadow/ice issues on playground. Pick-up/Drop-off traffic flow is an issue.	-
11	Small group pull-out and teacher learning is important. No dedicated space for teacher learning presently. Team learning. Better spaces for children with disabilities. Kate does not like pass through layout of classrooms on first floor. Computer lab is unnecessary...possibly expand library into that space.	-
12	Could possibly get rid of west modular if necessary for construction.	-
13	Plan for two DAG meetings before school is out for the summer. Consider another one in July and one in August.	-
14	Who is Arapahoe Ridge? Diverse, neighborhood school, committed, dedicated.	-

***Next Meeting***

Date and Time: DAG - April 27th, 2017, 5:00 pm

Location: Arapahoe Ridge ES