

MEETING MINUTES

Meeting #1

[April 13, 2009](#)

Project: PUSD Measure TT Projects
Don Benito Fundamental School
PBWS P/N: 09009.00

Attendees:

School Site Council:

Christine Sandoval
Wayne Valenzuela
Audry McPherson
Jacqueline Samols
Sara Dickerson
Steven Owen
Philip Soto
Kristin Tranquada
Lexa Winkowski
Alison Carlson
Victoria Rueda, Principal

PBWS:

Fred Wesley, Principal
Wade Frazier, Project Director

Purpose: The purpose of this meeting was to introduce the project team and to generally review the scope of work contained in the Facilities Master Plan. Site Council members also offered comments and suggestions regarding school facility needs.

- 1.1 **Budget:** The construction budget under Measure TT for work at the campus is \$4,480,920 including contingencies (\$3,117,162 excluding contingencies).
- 1.2 **Priorities:** PBWS reviewed the priorities listed in the Needs Assessment, as well as the comprehensive list of specific needs.
- 1.3 **Schedule:** The District will determine the overall schedule for all Measure TT work. Measure TT is a 5-10 year program. First PBWS will work with the District and Site Council to verify the scope of work, the priorities, and reconcile the budget accordingly. Next, PBWS will prepare design and construction documents for the improvements. All construction documents require review and approval from DSA (Division of the State Architect). Bidding and construction follows that approval process. Due to the time required for DSA review, it is unlikely any significant construction projects will begin prior to the second half of 2010.
- 1.4 **Site Council Comments:** Discussion with Site Council members indicated the following issues that should be addressed in the improvements, some of which are already included in the Facilities Master Plan:
 1. PTA uses kitchen for cooking and cooking is part of school curriculum. They would like to keep the ovens and food preparation equipment intact if the District converts to a central kitchen.
 2. Internet access is too slow throughout the campus.
 3. Campus security needs improvement including fencing and gates, intrusion alarm.
 4. Storage in bungalows is inadequate.
 5. Community access for joint use is currently limited due to ADA access issues.
 6. Exterior lighting is inadequate around campus and presents a safety and security issue for evening functions.
 7. Additional library space is needed.
 8. Consider new Admin building that would incorporate an adequate library and computer lab.

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9. Play area could use additional shade such as a removable netting similar to Kid's Klub.
10. Verify that there are no seismic issues related to the walkway canopies.
11. Need additional staff restrooms spread around campus.
12. Room 29 does not have two fire exits with sufficient distance between them to meet code requirements.

1.5 **Next Meetings:** Meetings held first Monday of the month at 3:30. Next three meetings scheduled as follows:
May 4
June 1
October 5

If anyone present at the meeting have changes or corrections to the minutes as presented above, please notify PBWS in writing, within seven days after receipt of these minutes. In the absence of such notice, these minutes will be considered a true and accurate record of the meeting.

Submitted by:

PBWS architects



Fred Wesley, AIA, LEED® AP
President

cc: Victoria Rueda, School Principal
School Site Committee members (via Victoria Rueda)
Steve Brinkman, PUSD
Gerald Schober, PUSD