

February 16, 2010

## **MEETING MINUTES**

Jackson Elementary School Modernization  
Pasadena Unified School District  
Project 0913800.01  
District Master Agreement Number T-090615/0015T

**MEETING DATE:** February 3, 2010

## **MEMBERS PRESENT**

Steve Brinkman, Chief of Facilities, Pasadena Unified School District  
Frazer G. Thompson, PE, LEED AP, Owner Representative, Facilities,  
Pasadena Unified School District  
Rose Ingber, Principal, Jackson Elementary School  
Maria R. Huerta, Parent, Pasadena Unified School District  
Pathe Lacey, Staff, Pasadena Unified School District  
Myissha Simpson, Parent, Pasadena Unified School District  
Whitney Reese, Teacher, Jackson Elementary School  
Patrice Kincey, Teacher, Jackson Elementary School  
Kimberly R. Terry, Parent, Pasadena Unified School District  
Maya Sharp, Parent, Pasadena Unified School District  
Leoncio Guerra, Parent, Pasadena Unified School District  
Esperanza Marroquin, Parent, Pasadena Unified School District  
Liz Holle, Teacher, Jackson Elementary School  
Linda Keavy, Teacher, Jackson Elementary School  
Glenn Ueda, Architect, AIA, Principal, WLC Architects, Inc.  
Konni Wong, LEED™ AP, Project Manager, WLC Architects, Inc.  
(See attached Meeting Registry)

## **PURPOSE OF MEETING:**

1. The purpose of the meeting was to present the schematic design color renderings for the Auditorium, Kitchen, Cafeteria, and the redesign of the Administration. (See attached color renderings).

## **ITEMS DISCUSSED**

### **Auditorium:**

1. Option 2 preferred by design committee.
2. **Architect** to add storage rooms in corners to either side of entry doors. Size one for piano storage making sure that it can fit through the door opening.
3. **Architect** to add dolphin graphic to large window between entry doors. A possible method would incorporate use of sandblasting that would leave a transparent dolphin image surrounded by obscure perimeter glass.
4. For additional notes, see the previously issued meeting minutes dated January 25, 2010.

### **Cafeteria:**

1. Option 1 preferred by Design Committee.
2. For additional notes, see the previously issued meeting minutes dated January 25, 2010.

### **Administration Area:**

1. **Architect** to incorporate brick red accent in reception area as that would unify color scheme with the Kitchen/Cafeteria and Auditorium.
2. **Architect** to show glass lobby entry doors at both locations.
3. **Architect** to design mailbox to accommodate current staff size + 10% growth. Also accommodate larger package storage at bottom of mailbox area.
4. For additional notes, see the previously issued meeting minutes dated January 25, 2010.

Meeting Minutes  
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**Other:**

1. **District** to review extent of window repair per Williams Act.
2. For additional notes, see the previously issued meeting minutes dated January 25, 2010.

**NEXT MEETING:** To be determined.

**END OF MINUTES**

The above represents my best interpretation of the spirit and content of the discussions. Please let me know of any requested modifications or corrections as soon as possible.

Prepared by:



KONNI WONG  
Project Manager  
LEED™ AP

KW:wq  
P00913800x5-mm

Attachments: Meeting Registry  
Schematic Design Review Color Renderings of Auditorium, Cafeteria, and  
Reception Area at Administration

cc: Members Present  
Gerald Schober, President, SCMC, Inc.

# WJEC

## Architects, Inc.

Larry Wolff, AIA • George M. Wiens, AIA • Robert J. Hensley, AIA • James P. DiCamillo, AIA  
 Glenn Ueda, AIA • Max Medina, AIA • Kelley Needham, AIA • Kevin A. MacQuarrie, AIA

### MEETING REGISTRY

#### Jackson Elementary School Modernization

Pasadena Unified School District

Contractor: N/A

Construction Manager: N/A

Project No.: 0913800

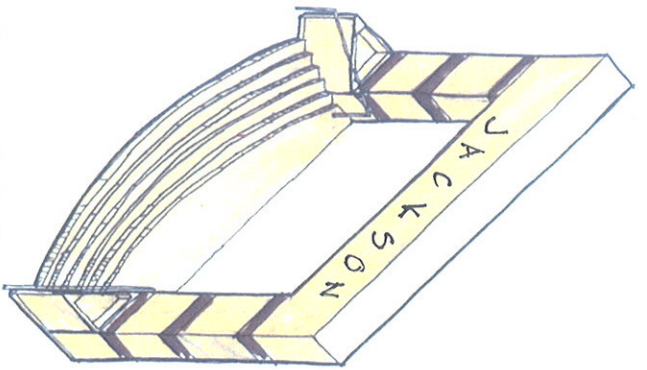
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Meeting Time: 3:00pm

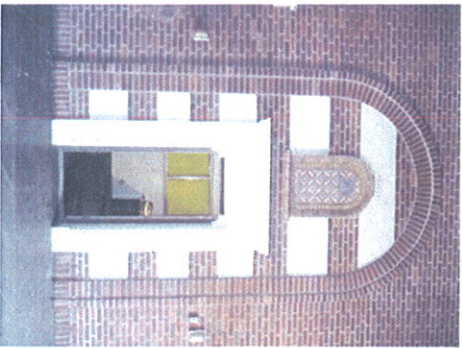
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TJH/C

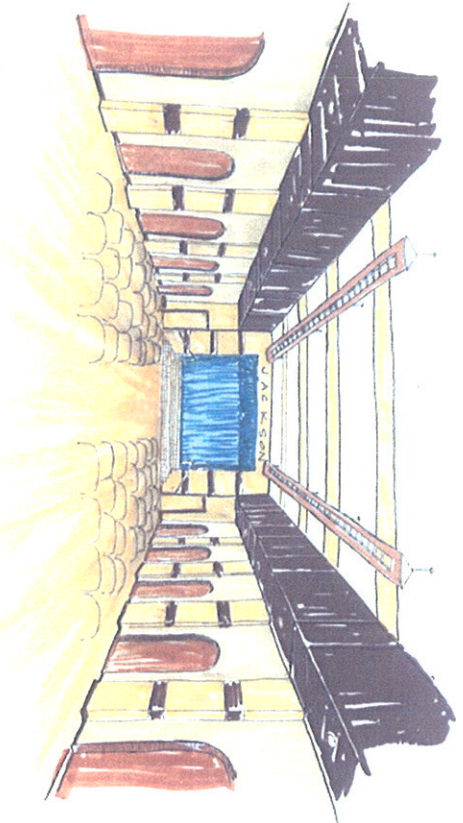
NAME (Please Print)	COMPANY	PHONE	FAX	E-MAIL
GLENN UEDA	WJEC	909.987.0909	ARCHITECT	glenn@wjc-architects.com
Maria R. Huerta		797 9434		
Patricia Lacey	Jackson Staff	639.7384		
Muhsina Simpson	Parent			
Whitney Reese	Jackson Teacher			
Patrice Kiney	Jackson	396-5700		
Kimberly E. Terry	Jackson Parks	626 791-1966		
Maya Sharp	Jackson Parent	626 345-0051		
Jessica Brown	Jackson Parent	429-5415		
Fernanda Peroid	Jackson Parent	794 4957		
Elizabeth Holle	Jackson Teacher	600-6009		
Linda Kern	Jackson Teacher	310 5700		
Irazer Thompson	PSD	x 89177		
Steve Brinkman	PSD			
Kevin Wons	WJEC			



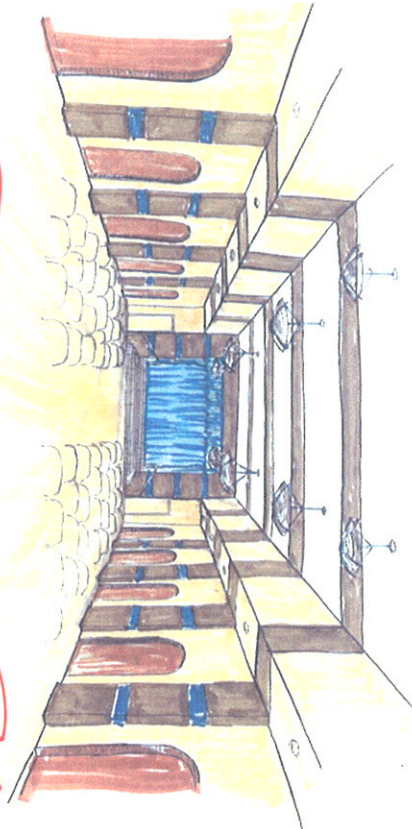
Proposed Platform



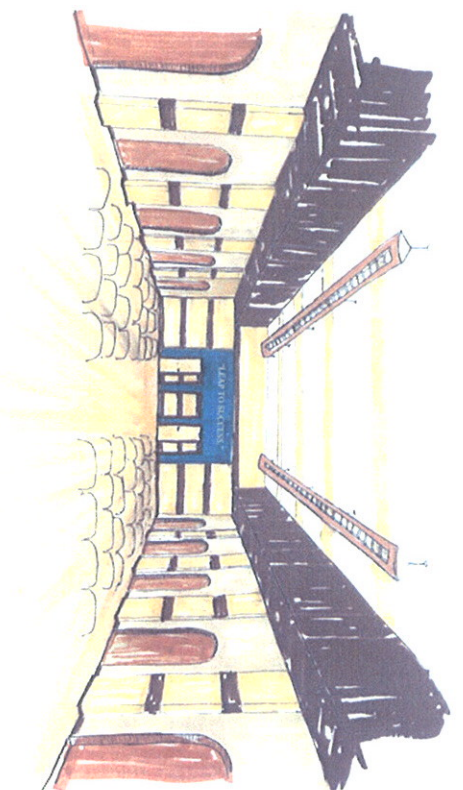
Existing Architectural Style and Character



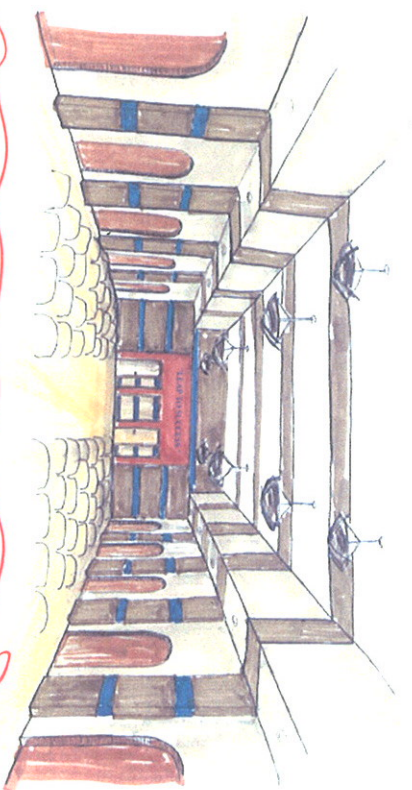
Proposed Auditorium View at Platform Area - Option 1



Proposed Auditorium View at Platform Area - Option 2



Proposed Auditorium View at Entry - Option 1



Proposed Auditorium View at Entry - Option 2



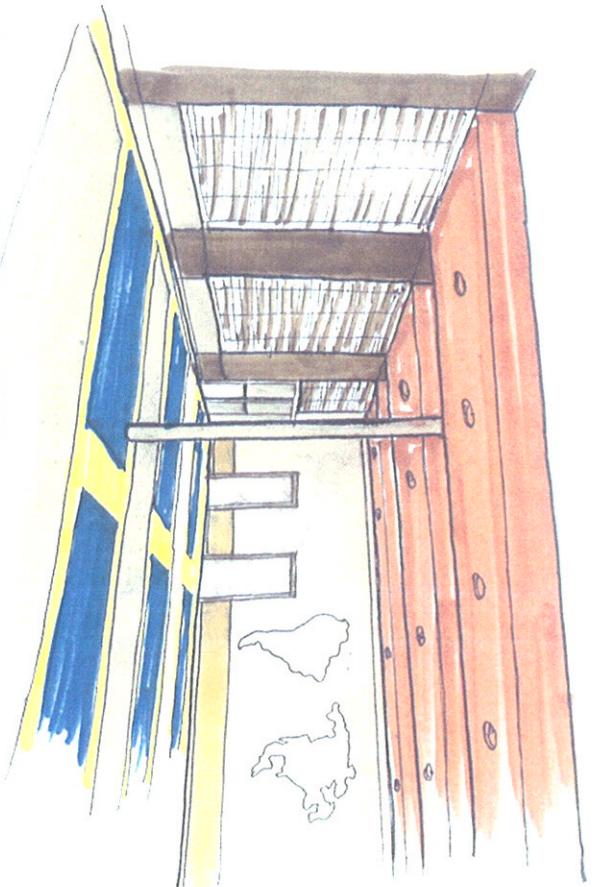
Existing Auditorium - View at Entry



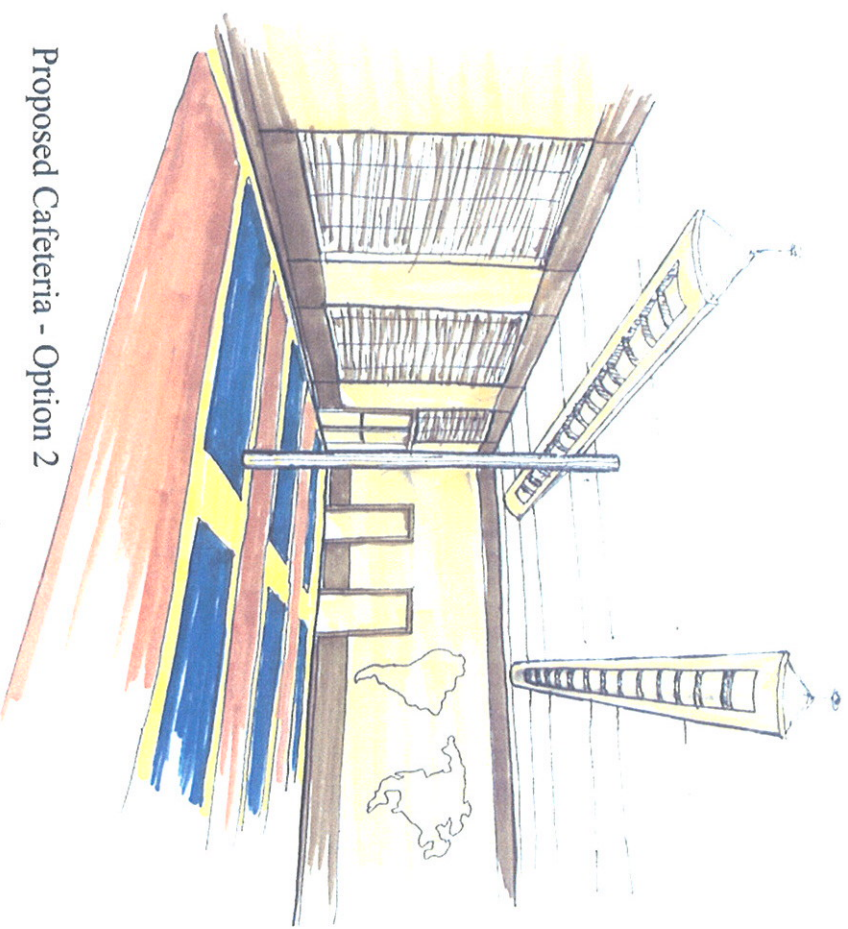
Existing Auditorium - View at Platform Area



Existing School Entry



Proposed Cafeteria - Option 1



Proposed Cafeteria - Option 2



Proposed Floor Pattern & Colors



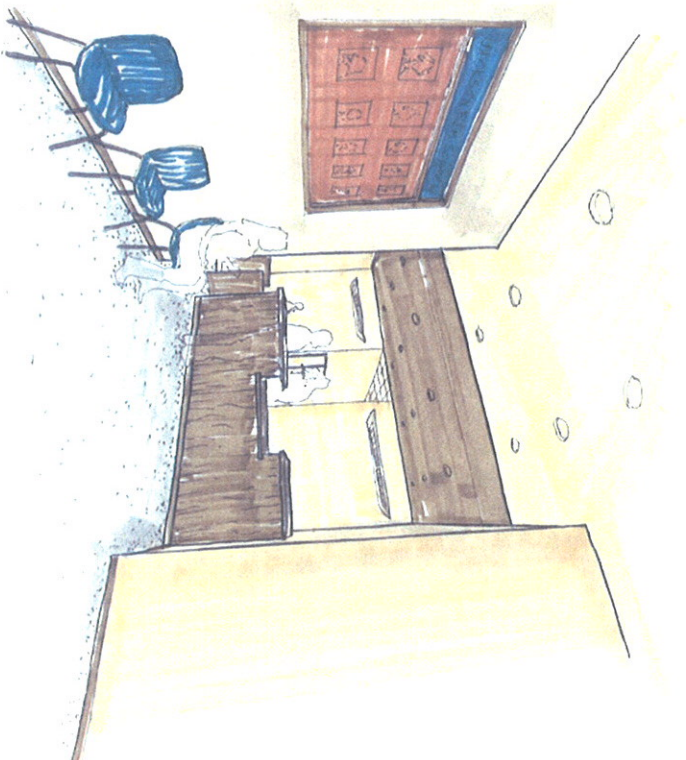
Existing Cafeteria



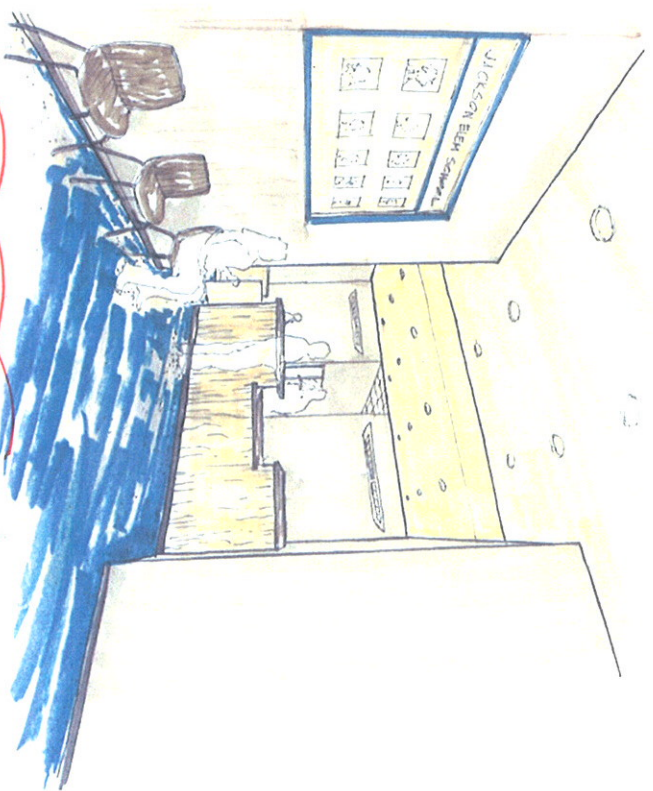
Existing Cafeteria



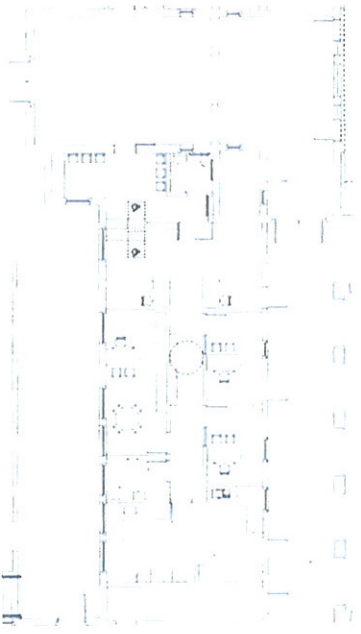
Previously Completed Project For Reference



Proposed Reception Area - Option 1



Proposed Reception Area - Option 2



Proposed Floor Plan



Existing Reception Area



Existing Reception Area