

Pasadena Unified School District

**PASADENA HIGH SCHOOL  
PROJECT NO. 2331**

**SITE COUNCIL MEETING**

DATE: May 19, 2009 Facilities Assessment Meeting (Issued May 26)  
LOCATION: Pasadena High School  
TIME: 3:15 p.m. to 4:30 p.m.  
ATTENDEES: Dr. Derick Evans, Principal (PHS)  
Stephen Brinkman, Chief , Facilities (PUSD)  
David Mathison, Architect (F&M)  
Ara Zenobians, Vice President (F&M)  
Site Committee Members, (SCM)

Item	Description	Due	Action
<b>1.00</b>	<b>GENERAL INFORMATION</b>		
1.01	The meeting was conducted to introduce the architectural team for the school and prioritize the facilities needs identified in the master plan.	Info	Info
<b>2.00</b>	<b>SITE COMMITTEE MEETING</b>		
2.01	District Master Plan: Steve invited all members of the committee to review the Facilities Master Plan on the District Web Site. The master plan has a list of District Wide Projects that will be completed with funds that are in addition to the site modernization budget. Projects include but are not limited to the following: <ol style="list-style-type: none"><li>1. Water and energy savings</li><li>2. Technology Systems</li><li>3. Deferred maintenance</li><li>4. Remove and replace old portable buildings</li><li>5. Exterior painting and aesthetic improvements</li><li>6. Seismic upgrades</li></ol>	Info	Info
2.02	Energy Saving Projects: Steve indicated that the District was embarking on a series of energy savings projects that will begin this summer.	Info	Info

Item	Description	Due	Action
2.03	<p>Immediate Needs Based on the Facilities Master Plan and accepted by the site council (Listed in descending order of priority):</p> <ol style="list-style-type: none"> <li>1. Provide a multi-purpose artificial field and track. (Currently in progress by PUSD)</li> <li>2. Upgrade Restrooms throughout the campus. Vandal resistant improvements.</li> <li>3. Provide proper drainage at baseball and soccer fields and repair and/or replace security fencing. Provide new softball field. (Currently in progress by PUSD)</li> <li>4. Modernize gym and auditorium to include central HVAC; new locker room features; new bleachers; remove asbestos from gym coach offices' floors and provide internet connections to same offices.</li> <li>5. Provide security system.</li> <li>6. ADA issues: Provide landing at classrooms with raised floors. Provide access path to athletic fields. Provide accessible restrooms at the gym/locker room. Provide exterior drinking fountains and accessible at pool and pool deck.</li> <li>7. Upgrade sanitary sewers at buildings A, E, J, S, T and W.</li> <li>8. Replace old electrical panelboards at buildings A, B, T and W with adequate branch breakers with increased capacity.</li> <li>9. Create Teachers Lounge and/or Parent Center</li> <li>10. Provide new shade structures at main quad and where needed.</li> <li>11. Provide outdoor security lighting, perhaps with motion detectors.</li> <li>12. Separate domestic/fire/irrigation meters. (In progress by PUSD)</li> <li>13. Replace interior lighting with high efficiency lighting in building B, R, S and T. Replace lighting system in the little theater.</li> <li>14. Campus identity: Clarify campus entrance and develop campus identity through use of signage and other unifying elements.</li> </ol>	Info	Info
2.04	<p>Toilet Rooms (Item 2 above): There was a lot of discussion regarding how vandalism within the toilet rooms might be reduced. Ideas included providing a controlled access tied to student identification cards; increased supervision; education programs and fostering student pride. Whatever is done to reduce vandalism the facilities need to be improved to better resist vandalism. F&amp;M to provide a preliminary proposal for scope of work at toilet rooms.</p>	6/3	F&M
2.05	<p>Site Assessment: F&amp;M to arrange for a complete tour of the campus to begin site assessment for the various projects listed above.</p>	Info	Info

Pasadena High School  
Meeting Minutes  
May 19, 2009  
Page 3 of 3

These minutes were prepared from notes taken by David Mathison. If anyone present at the meeting has any changes or corrections, they are to notify Flewelling & Moody Architecture 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.

*Items in italics represent topics or decisions made after the meeting.*

Sincerely,  
**Flewelling & Moody**

David Mathison,  
Architect

cc: Attendees