



**To:** Core Planning Group Members

**From:** Kaitlin Schalow | KS

**Date:** May 4, 2016

**Comm. No:** 152235

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**Subject:** Independent School District #879  
Delano Secondary School Additions and Renovations  
April 26, 2016 **FACS Classroom** User Group Meeting Minutes

**Attendees:**

Darcie Pemberton, Delano Public Schools	darcie.pemberton@delanoschools.org
Steve Heil, Delano Public Schools	steve.heil@delanoschools.org
Bob Prell, ICS Consulting	bobp@ics-consult.com
Kaitlin Schalow, Wold Architects and Engineers	kschalow@woldae.com

*The group met to discuss the preliminary User Group drawing. The drawings presented in the meeting are for diagrammatic purposes only, intended to facilitate discussion and visualize spatial adjacencies. The following is a brief summary of topics discussed.*

**Discussion Topics:**

- A. Maximum class size to accommodate for is 32 students.
- B. Curriculum:
  1. Sewing.
  2. Cooking.
  3. Child Development.
  4. Housing/Interior Design.
- C. Six kitchen stations as shown on the drawing will be sufficient.
  1. There should be enough space for four students to work at one time.
- D. It would be ideal to have the Food Storage in a central location amongst the kitchen stations for ease of access.
- E. Lecture Area:
  1. There should be drop-down overhead power for the flexible tables in order to plug in sewing machines.
  2. The demo station should not be built in. The mobile cart that is currently used in the existing FACS lab can be used instead.
  3. Teaching wall and teacher station to be located on the east wall.
- F. Sewing Storage:
  1. There should be tote tray storage for sewing classes. Some projects can be large and bulky.



2. Sewing Storage could be open and in the classroom instead of a closed room.
- G. Teacher Area:
1. Storage for class files.
  2. Storage for work/portfolio storage.
  3. Paper storage.
  4. Printer and color printer area.
- H. Kitchen Pantry:
1. Needs to be lockable.
  2. Dishwasher- District to purchase?
  3. Food supply: cans and bottles.
  4. Food storage supplies.
  5. Need to accommodate space for two refrigerators.
  6. Extra storage for utensils.
- I. Laundry Area:
1. Washer.
  2. Dryer.
  3. Clothing and fabric hanging area.
  4. Soap/towels/etc storage.
  5. Ironing boards (six mini boards) - needs to be accessible to students for sewing.
  6. Irons (four to six)- needs to be accessible to students for sewing.
- J. Sewing Supplies:
1. Machines(15-28) - home sewing standard.
  2. Supplies (thread, needles, etc).
  3. Overlock machines (four to six), thread cones and accessories.
  4. Electronic Embroidery Machine (one).
  5. Three-way mirror.
  6. Fabric storage-can be bulky.
- K. Child Development:
1. Locked storage.
  2. It would be ideal to have four cubbies.
    - a. Four computerized infant simulators.
    - b. Four regulation size car seats.
    - c. Four diaper bag/supplies.
    - d. Four laptop computers.
  3. Babies need to be charged.
- L. Collaborative tables should be adjustable in height to allow sitting for sewing and a higher height for kitchen prep. 30-36"W x 72"L
- M. There should be tack strips or hooks around the room to display student work, educational posters, inspirational pictures, etc.
1. There should be open space at the kitchen stations for display above the counters.
- N. The next User Group will occur in approximately two to three weeks.

cc: Attendees

MH/ISD\_879/152235/mins/4.26.16 FACS