



**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 **Music Suite** User Group Meeting Minutes

**Attendees:**

Jason Koets, Delano Public Schools	jason.koets@delanoschools.org
Mike Dailey, Delano Public Schools	mike.dailey@delanoschools.org
John Guidry, Delano Public Schools	john.guidry@delanoschools.org
Steve Heil, Delano Public Schools	steve.heil@delanoschools.org
Lynae Schoen, Wold Architects and Engineers	lschoen@woldae.com
Kaitlin Schalow, Wold Architects and Engineers	kschalow@woldae.com

**Discussion Topics:**

- A. Music Suite Renovation:
1. There should be access to instruments after school.
  2. It would be ideal to remove the risers in both the Band Room and the Ensemble Room. It would also be ideal to have new carpet on the floor.
  3. It would be ideal if projectors/technology had wireless abilities.
  4. For technology, it would be optimal to have an HDMI system instead of a VGA system.
- B. Band Room Needs:
1. Flat Floor (remove risers).
  2. New Carpet.
  3. Acoustic wall treatment needed.
  4. Remove built-ins at front of classroom.
  5. There should be a teaching wall at the front of the classroom.
  6. There is a new ceiling mounted projector that was recently installed. This should stay.
  7. Typical band size is 80-90 students.
  8. Main entry door to be set back for safety reasons.
  9. Folder storage required: Department to provide Wold quantities.
  10. Upgrades needed to building communications for announcements. Replace current flashing siren light.
  11. It would be ideal to have a clock at the back of the Room and to remove the clock at the front of the room.



- C. Ensemble Room:
  - 1. Flat Floor (remove wood risers).
  - 2. Portable Risers? It would be preferred to be built in.
  - 3. New Carpet.
  - 4. Fix temp control/Duct noise (distracting for students).
  - 5. Folder storage for 200.
- D. Offices:
  - 1. There needs to be 4 offices total throughout the Music Suite.
- E. Midi Room:
  - 1. Should be designed to be a flexible Room.
  - 2. Must also function as a Practice Room.
- F. Music Storage:
  - 1. Current collection size is (16) 4 drawer pedestal file cabinets. There is a total of 2000 files of music combined.
  - 2. Wold to ask prior clients if investment in music storage solutions is cost efficient.
  - 3. Music Storage should not be in the offices.
- G. No equipment needs to be humidified.
- H. There are no band uniforms.
- I. Choir Room:
  - 1. It would be ideal to get robe storage out of the Choir Room. It would be ideal to move it to the existing Instrument Storage area.
  - 2. New Folder storage for 200.
  - 3. It would be ideal to have a floor outlet next to the piano.
  - 4. It would be ideal to remove the existing wood risers and replace with new risers.
  - 5. It would be ideal to get natural light into the space.
- J. Instrument Storage:
  - 1. Sink not required in the space.
  - 2. Current Instrument Count for Middle School/High School:
    - a. 40 Flutes.
    - b. 10 Oboes.
    - c. 50 Clarinets.
    - d. 4 Bass Clarinets.
    - e. 2 Bassoons.
    - f. 35 Alto Saxophones.
    - g. 12 Tenor Saxophones.
    - h. 4 Bari Saxophones.
    - i. 40 Trumpets.
    - j. 12 French Horns.
    - k. 20 Trombones.
    - l. 10 Baritones.
    - m. 6 Tubas.
- K. The Group was open to a creating a small central gathering/social space to showcase Music Department pride.
- L. The next User Group meeting will occur in approximately 2-3 weeks.

cc: Attendees