



## **CLEVELAND HIGH SCHOOL** **DESIGN ADVISORY GROUP (DAG) CHARTER**

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### **Purpose and Role of the Design Advisory Group**

The Design Advisory Group (DAG) will advise the Cleveland Modernization Project Team in developing a comprehensive, equitable, integrated and visionary design for a modernized Cleveland High School through authentic community engagement. It will include students, parents, teachers, alumni, administrators, PPS staff, partners, community representatives and a school board member.

This will be accomplished by a thoughtful process committed to engagement within the Cleveland community. The District's project team will work directly with the DAG to ensure that their concerns and aspirations are understood and considered.

The DAG collects and synthesizes community-wide input and collaborates around the evolving details of the project with other members in the Cleveland community. The DAG will be an instrumental part of a multifaceted planning and community engagement process which will include PPS staff, students, and community members all guided by the consultant design team. Project analysis will include various types of background documents, building, site, budget and regulatory requirements that must be used in evaluating design options.

*While DAG members are not tasked with making final decisions, their input is crucial in creating a comprehensive plan that the entire community can be proud of.*

NOTE: The 2020 Bond Program does not include construction funding for Cleveland High School. Construction funding would need to come from a future PPS School Improvement Bond.

DAG members' role and responsibilities:

- Attend meetings to advise the project team on school community concerns, issues, goals and aspirations.
- Abide by code of conduct for the DAG.
- Report to and bring feedback from groups and organizations DAG members represent.
- Advise on communication strategies to reach the entire school community for project process and public participation events.
- May assist the project team with public open houses.
- May assist with groundbreaking and grand opening events.



## **Membership**

DAG members will be expected to serve for approximately 12 months throughout the schematic design and design development phases. Additional opportunities for involvement may be available during subsequent design phases. An organization or community group may request the opportunity to provide an alternate representative to attend meetings if the selected member is unable to attend.

District Staff will select DAG members through an open application process. Additional applicants may be recruited to ensure balanced and full representation of the school community.

The DAG will nominate a **Chairperson** or **Co-Chairpersons** to assist in DAG meeting agenda and presentation review, steering planning meetings and meeting protocol. *PPS staff/employees and Board members may not serve as Chairperson/Co-Chairpersons.*

The DAG should include at least one member from each of the following community groups: school parents, neighborhood parents, neighborhood associations, business associations, school program leaders, potential program partners, students, and teachers, in addition to a school board representative.

A member wishing to resign from the DAG shall do so in writing to the District's project manager; e-mail is acceptable.

If a member fails to attend two consecutive DAG meetings without reasonable excuse, or otherwise becomes unable to serve on the DAG, the District's project manager may declare the position on the DAG to be vacant and appoint another appropriate person to the DAG.

An organization or community group may request the opportunity to provide an alternate representative to attend meetings if the selected member is unable to attend.

## **Project Team**

The project team will be composed of architects, engineers, planners, the Office of School Modernization (OSM) project managers and PPS staff. They will provide agendas, presentations and site considerations; the project team will also facilitate discussions, record input, develop analysis and options for DAG meetings.

The OSM project managers, as the District's primary points of contact for the project, will oversee DAG meetings and public participation events. All communications from DAG members outside of DAG meetings should be directed to the PPS project managers.



### **Project Decisions**

Project decision making will be the responsibility of the Office of School Modernization in collaboration with other District Leadership as required. ***DAG members perform in an advisory role only, and are not official District representatives.***

### **DAG Meeting Schedule & Format**

Estimated commitments include: Attending regular (approximately monthly) meetings during the Spring of 2024 to the late Fall of 2024. Timing of these events will be aligned with the project schedule and other school and district community engagement events.

DAG meeting locations will take place at Cleveland High School. The specific room for the meetings is the Cleveland High School Library unless a change is needed.

The full schedule for the DAG Meetings is available on the [Cleveland Modernization website](#).

DAG meetings are open to the public and provide an opportunity for public comment at the end of the meetings; meeting materials and meeting notes will be posted online.

### **Public Comment at Meetings**

Opportunity for public comment will be provided at the end of each meeting. Public comment will be limited to 10 minutes with a maximum of 3 minutes of testimony per person. Those wishing to provide testimony to the DAG will need to sign up at the meeting. Testimony will occur in order of arrival. Comment cards will be provided at each meeting. The public is encouraged to provide written or email comments to the DAG. Email comments can be sent to [schoolmodernization@pps.net](mailto:schoolmodernization@pps.net)