



Project Advisory Team Meeting Minutes

Condit Elementary School

MEETING NO.: 002
LOCATION: Condit Elementary School
DATE / TIME: April 25, 2013, 9:30 am
ATTENDEES: Dan Greenberg, Vice Principal; Julia Tamm, Parent; Meg Pieri, Faculty; Michelle Driscoll, Faculty; Swati Narayan, Parent; Sarah Lavine-Kass, Parent; Kedrick Wright, HISD, Facility Planning; Princess Jenkins, HISD, Facility Planning
PURPOSE: The purpose of this meeting was to review the Guiding Principles for Condit Elementary School and address Action Items from last month's meeting.

AGENDA ITEMS:

- Review Meeting Minutes from last month's PAT meeting
- Review Guiding Principles
- Review updated Capacity Model – DRAFT
 - Space Requirements
- What to expect next Project Advisory Team Meeting

NOTES:

Discussion

1. Condit PAT met with the City of Bellaire Plan Review Department.
 - A. The City would like there to be a connection of green space between the new Condit Elementary School and the new Bellaire City Hall.
 - B. PAT recommends notifying neighbors within a 200 feet radius of the campus about the construction of the new building
 - i. There will be community wide meetings at 3 critical milestones: (Schematic Design, Design Development, and when construction is about to begin). These meetings will be widely publicized through the school, as well as through direct outreach to the community. The purpose of these meetings is to share information with the school and community stakeholders and obtain feedback and input.
2. PAT would like to salvage some of the building materials from the old school during demolition.
3. Condit Elementary School's Guiding Principles:
 - A. **Personal** – Condit is a special place for children. Our new school will be unique and inspiring while maintaining its warm and inviting atmosphere.
 - B. **Progressive** – Condit students are creative and resourceful. The new facility will provide a learning environment that uses the latest technology and is relevant for future growth.
 - C. **Quality** – Condit is here to stay. As a centerpiece of Bellaire, the new school should be built to last, using progressive, but sensible designs and high quality materials.
 - D. **Flexible** – We will incorporate the use of collaborative learning spaces balanced with traditional teaching areas. The technical infrastructure will be flexible to accommodate future technological advances. All spaces will be considered for potential learning opportunities.
 - E. **Community based** – Condit is a neighborhood school in which our community is invested. Our new school will demonstrate this community connection.
4. Capacity Model:
 - A. Explained a Self Contained Learning Center can be used for educational programs other than Special Education.
 - B. Verified changes made to the Capacity Model during last month's PAT meeting.
 - C. Reviewed Draft Space Requirements.
 - a. Condit PAT to compile a list of staff and their office/space requirements.

Questions

1. Is it possible to have parking underground or on the roof?
 - a. The Architect will complete a site analysis to determine the appropriate parking for the new campus.
2. If the architect signs a contract before the next PAT meeting could the PAT schedule a meeting with the Architect?
 - a. Once the Architect is fully on board, we will schedule a meeting as soon as possible.
3. Can some of the ideas from the Linked Learning Pathways Symposium for High Schools be applied to elementary schools?
 - a. Teachers working together to coordinate their lesson plans can be applied to elementary schools. Interconnected technology that is well integrated into the new building will facilitate that collaboration.

ACTION ITEMS:

- 1-03 Are there any additional building fees associated with building in Bellaire? (Architect)
- 2-01 List of Condit Faculty and Staff and their office/space requirements. (Condit PAT)

NEXT MEETING: May 30, 2013 at 9:30am.

Please review the meeting minutes and submit any changes or corrections to Princess Jenkins.
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Princess Jenkins
Facilities Planner, Facility Planning
HISD – Construction & Facility Services
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Phone: (713) 556-9333

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