



Project Advisory Team Meeting Minutes

Davis High School

MEETING NO.: 008

LOCATION: Davis High School

DATE / TIME: January 27, 2014, 3:45 pm

ATTENDEES: Julissa Alcantar-Martinez, Principal; Rebecca Wells, Dean of Instruction; Emily Cole, Community Member; Chudi Abajue, Bay-IBI; Mark French, Bay-IBI; Princess Jenkins, HISD-Facility Planning; Troi Taylor, HISD-Program Manager; Louisa Meacham, Teacher; Mario Martinez, Alumni; Carmen Nuncio, Community Member; Natalie Blasingame, HISD-SSO; Angela Byrd, JROTC Teacher; Eric Jimenez, Band Teacher; Timothy Richardson, Teacher/Band; Eric Ford, HISD Facility Design; Connie Esparza, Community Member; Alex Rios, Alumni; Jose Nino, Orchestra; Andrik Boroa, Band Student; Jose Hernandez, Band Student; Vicki Barrington, Teacher; Elizabeth Guzman, Band Student; Sandra Reyna, Teacher; Jonathan Ruppert, School Culinary Arts Teacher

PURPOSE: The purpose of this meeting was to officially kickoff the planning and programming phase of the project for Davis High School.

AGENDA ITEMS:

- Provide Update on the Current Status of the Project
- Provide a Verbal Report on the Seattle, Washington Field Trip to see 21st Century Schools in Action
- Discuss the Logistics for the Local 21st Century School Field Trip on Thursday, January 30, 2014
- Review and Discuss Room Descriptions
- What to Expect at the Next PAT Meeting

NOTES:

Discussion

1. Troi Taylor, HISD Program Manager, noted that the project is officially in Planning/Programming Phase. At the end of the Planning/Programming Phase, a Design Charrette will be scheduled to transition the project to the Schematic Design Phase.
2. The PAT discussed various 21st Century features observed during the field trip to Seattle, Washington. Some of the observations included:
 - a) Flexible furniture that included desk top surfaces that are also used as marker surfaces.
 - b) Glass walls in the learning commons
 - c) Common use of technology (i.e. laptops, tablets, smart boards, etc.) throughout each campus
 - d) Independent as well as interdependent student learning
3. Mr. Taylor requested a headcount for the local field trip to Lone Star College – University Park (Tomball, TX) and Carl Wunsche Sr. High School (Spring, TX). He also noted the pickup and return times for the trip. Finally, he noted that the goal of the field trip was to view functioning 21st Century buildings and school curriculums.
4. Princess Jenkins, HISD Facility Planner, distributed room descriptions for the Administration, Career Technology Education (CTE), Fine Arts, Neighborhoods, Performing Arts, Visual Arts, JROTC and Physical Education and Athletics. The PAT split into (4) groups to review and markup the room descriptions with the goal of customizing each room to meet the future needs of Davis HS. The groups that did not complete their markup during the meeting were assigned the task of scanning and emailing their results to Mr. Taylor no later than Friday, February 7, 2014. The results will be compiled into a final draft which will be confirmed at the February 2014 PAT meeting.

What to Expect Next PAT Meeting

1. The next meeting will be a working session to define space requirements for various rooms within the new facility.
2. Mr. Taylor will present a photo presentation of the Seattle, Washington field trip to show the examples of 21st Century Schools as well as provide feedback for consideration by the Davis HS PAT.

Customer Focused . . . Always Responsive!

ACTION ITEMS:

- 1-01 Distribute a link to the Google-based online social media project page (HISD – Program Management)
- 1-02 Prepare a photo presentation from the Seattle, Washington field trip (HISD – Program Management)
- 1-03 Return room descriptions to the program manager by February 7, 2014 (Davis High School PAT)

NEXT MEETING: The next PAT meeting will be held on February 17, 2014 at 3:45 pm.

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

Sincerely,

Troi Taylor

Program Manager, Taylor Construction Management, LLC.
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9250

Customer Focused . . . Always Responsive!

Office: 713-556-9299

Fax: 713-676-9582