



Project Advisory Team Meeting Minutes

Davis High School

MEETING NO.: 004

LOCATION: Davis High School

DATE / TIME: August 19, 2013, 3:45 pm

ATTENDEES: Julissa Alcantar-Martinez, Principal; Rebecca Wells, Dean of Instruction; Hugo Mojica, Alumni; Emily Cole, Community Member; Carmen Nuncio, Community Member; Sandra Reyna, Teacher; Amy Grimes, Teacher; Mark French, Bay-IBI; Daniel Brewster, Bay-IBI; Frances Robinson-Hunt, Parents of Public Schools; Princess Jenkins, HISD-Facility Planning; Sue Robertson, HISD-Facility Planning; Louisa Meacham, Teacher; Mario Martinez, Alumni; Jennifer Wagley, Avenue CDC; Haleé Porter, Magnet Coordinator; Richard Galindo, Community Member

PURPOSE: The purpose of this meeting was to introduce the Architects and develop the Guiding Principles for Davis High School.

AGENDA ITEMS:

- Review Guiding Principles
- Begin the discussion about the Capacity Model
- What to expect at the next PAT meeting

NOTES:

Discussion

1. Review Guiding Principles Discussion
 - a. Principal Alcantar combined the sheet that Ms. Emily Cole created with what was discussed at the previous meeting to develop the Guiding Principles.
 - b. Sue Robertson asked about linked learning. The administration had just been introduced to the idea at the last administration meeting in August. The door will be left open for that discussion in the near future. Linked learning is an approach that links learning in the core academic subjects with topics in Career and Technology Education courses.
 - c. The committee discussed the idea that high school should prepare students for 21st century skills and careers should be included in the Guiding Principles.
 - i. New master schedule will prepare students for college and careers with 8th class and blocked schedule. Student tracks are based on field of interest while in high school.
2. Planning Process Discussion
 - a. The planning process begins with creating the Guiding Principles. We then look at the Capacity Model to determine the number of teaching stations that the school needs. Space Requirements are used to develop square footages for each of the spaces including Neighborhoods, Career and Technical Education (CTE) Food Services, and Building Support.
3. Capacity Model Discussion
 - a. Capacity Model Definitions
 - i. Teaching Station – any room where you would regularly schedule a full-size class.
 - ii. Students per Teaching Station – average number of students in a regularly scheduled full-size class.
 - iii. Building Capacity – number of Teaching Stations multiplied by the number of Students per Teaching Station.
 - iv. Percent Utilization – percentage of the day a Teaching Station is being used.
 - v. Program Capacity – Building capacity multiplied by percent utilization.
 - vi. Teaching Stations Specific to Program – The District-Wide Ed. Spec. provides an allocation of teaching stations that can be identified by each campus to support the educational programs that are offered on that campus beyond Core Academic Learning Centers, Science, Art, Performing Arts, etc. Spaces that will comprise this “Specific to Program” allocation are typically Career & Technical Education Learning Centers and JROTC spaces.

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- b. Program capacity includes a calculation of the percent of the day that teaching stations will be used. Building capacity is the maximum number of students that should occupy the building if every pupil place were full every period of the day.
- c. We will master plan for a future addition. This master planning was built into the budget.
- e. Sue Robertson and Princess Jenkins led the PAT in discussion regarding the number of teaching stations, the needs of the performing arts program and the educational program. Some changes to the Capacity Model were made to reflect this discussion.

Question and Answer

- 1. Are the architects gaining an understanding of Davis High School from the planning process?
 - a. Through every interaction the architects are gaining information that will help turn verbal information in design ideas.
- 2. How will the new building planning work with planning for an addition?
 - a. We will master plan for a future addition. This master planning was built into the budget.
- 3. Where would the sports facilities go?
 - a. That has not been determined yet. Site options will be developed and presented to the PAT.
- 4. Is the current building square footage being reduced?
 - a. The building that results from this planning process will accommodate the capacity identified in the 2012 Bond and will support 21st Century learning methodologies. It may not be the same size as the existing building.
- 5. Where is the library located in the space requirements?
 - a. Space allocation for the "library" (HISD - Learning Commons) is included in the Neighborhoods as well as a centralized space that will accommodate print media.

What to Expect Next PAT Meeting

- 1. Begin the discussion about the Draft Space Requirements

ACTION ITEMS:

- 1-01 Develop Guiding Principles (PAT) - Done

NEXT MEETING: September 16, 2013 at 3:45 pm.

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
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9333

attachment:

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Office: 713-556-9299

Fax: 713-676-9582