



Project Advisory Team Meeting Minutes

Dowling Middle School PAT

MEETING NO.: 003

LOCATION: Dowling Middle School

DATE / TIME: October 16, 2013 2:30 pm

ATTENDEES: Linda Scurlock, Community Member; Willie Ray Washington, Community Member; Kori Weathers, Teacher; Josefa Olivares, Principal; Clay Clayton, HISD-Facilities Planning; Jerald Montgomery, Assistant Principal

PURPOSE: The purpose of this meeting was to develop the Space Standards for Dowling Middle School

AGENDA ITEMS:

- Introductions
- Review and approval of Guiding Principles
- Review of the Capacity Model
- Develop Space Requirements
- What to expect at next Project Advisory Team Meeting

NOTES:

1. Clay Clayton presented a draft of the Guiding Principles based on information received from the PAT. The group revised them and the approved Guiding Principles are attached and will be posted on the HISD 2012 Bond website.
2. Mr. Clayton reviewed the Capacity Model revised based on information received at the last PAT meeting. It was further revised to reflect that the Apollo program is a resource program for all sixth graders while the "Double Dose" program is a scheduled class for some 7th and 8th graders.
3. The PAT reviewed the draft Space Requirements prepared by Facilities Planning and made a number of revisions to it. Mr. Clayton will confirm that the appropriate square footages are included and the PAT will review and approve the Space Requirements at the next meeting.
4. It was noted that at the next meeting, HISD will present draft Space Descriptions for initial review by the PAT.
5. Questions / Areas of concern
 - a. What happens if the final square footage is less than the target? Mr. Clayton explained that he believed that programming the facility for slightly less than the target was a good way to enter the design process. That way, if during the design, it was realized that an additional learning center or other space was needed, it could be added.
 - b. A PAT member asked if the contract price was less than what was budgeted could the surplus funds be used for other school resources. It is unlikely that there will be any surplus funds and HISD has committed to building a new school within the budget allocated by the Bond program.

ACTION ITEMS:

- 3.1 Issue Guiding Principles (HISD – Harris/Clayton)
- 3.2 Issue Administrative Space Requirements to PAT to confirm correct offices have been included (HISD-Harris/Clayton)

NEXT MEETING: November 20, 2013 4:00 to 5:00 p.m.

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

LaJuan A. Harris, PMP
Facilities Planner, Facility Planning
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9300

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Guiding Principles: Dowling Middle School

Guiding Principles articulate a school's vision, values, hopes and ideals to the design team. Guiding Principles will be used to "test" the decisions that are made throughout the design process, since every element of the building must be created to support the school's vision and values.

Dowling Middle School's Guiding Principles:

- Learning in the 21st Century embodies scholars who are critical thinkers and problem solvers who are able to think on their feet, are flexible to change, and use a variety of tools to solve problems so that they are able to compete in the global economy.
- Collaborative, cooperative working spaces nurture and foster creativity and intellectuality with flexible furniture, learning centers, and electronic interactive boards.
- The design must be functional, adaptable and continue to serve the instructional needs of our scholars and continued curiosity of our learners as instruction and technology evolve.
- There must be a direct connection between school and home in an effort to establish Dowling Middle School as an anchor in our community. A safe and secure environment will be a primary asset in this effort.
- Instructional practices, such as project based learning, that encourage students to think globally, diversely, and eco-friendly are implemented with fidelity. Students are encouraged to interact and learn in collaboration with their fellow learners.
- 100% involvement of our scholars whereas students participate actively in their own success is expected—no excuses!