



Meeting Minutes

Mandarin Chinese Language Immersion Magnet School

MEETING NO.: 004

LOCATION: Mandarin Chinese Language Immersion Magnet School

DATE / TIME: August 16, 2013, 3:00 pm

ATTENDEES: Yi-Ching Wu, Teacher; Chaolin Chang, Principal; Dane Roberts, Assistant Principal; Lim Chung, Parent; Michael Liu, Teacher; Patricia Butler, Teacher; Angie Chen, Parent; Jill Ward, Teacher; Rick Blan, PBK-Architect; Sue Robertson, HISD-General Manager, Facility Planning; David Funk, HISD-Facility Planning; Bob Myers, Heery-Project Manager

PURPOSE: The purpose of this meeting was to develop the Guiding Principles, Capacity Model and the Space Requirements for MCLIMS.

AGENDA ITEMS:

- Introductions
- Final Review & Approval of Guiding Principles
- Continue Development of the Capacity Model
- Continue Development of Space Requirements
- What to expect at the next PAT meeting

NOTES:

Discussion

1. The meeting began with introductions.
2. The PAT team reviewed of the revised Guiding Principles
 - a. The overriding purpose of the school is to immerse students in two languages with 50% Chinese/50% English instruction.
 - b. The PAT reviewed the revised Guiding Principles and they were approved by the PAT.
 - c. The revised Guiding Principles have been posted to the HISD Bond website and are attached below.
 - d. It was noted that transfer students will need to have similar fluency levels to existing students. They will have entrance requirements including Chinese as their native language.
3. K-8 Program Discussion:
 - a. The school will have two Pre-Kindergarten learning centers.
 - b. The group discussed how a Pre-K-8 school differs from the typical elementary school.
 - c. It was noted that Pre-K – 4th grades will rotate twice daily between Chinese and English instruction. 5th – 8th grades will rotate several times daily between different subjects and languages. Because of this the team feels it best to cluster the PreK – 4th neighborhoods together in area of the school and the 5th – 8th neighborhoods should be clustered together in another area of the school.
 - d. Focus will be language immersion using teaming concepts. Team modeling used with language immersion is consistent with typical Middle School teaming concepts.
 - e. Core classes include CLA, ELA, social studies, science and math. Mandarin will be used for CLA, science and math. The middle school curriculum will be taught mainly in English, with 1 or 2 classes taught entirely in Chinese.
 - f. The Capacity Model was revised per the discussion, with a 900 student capacity facility being developed.
 - g. One Special Education learning center may be included if area allows. Small kitchen appliances would be included which could be used for community meeting food preparation, etc. At a minimum, plumbing and electrical rough ins should be provided so room could be converted in the future.
 - h. Technology is to be incorporated into all spaces.
4. Ancillary Spaces: The PAT will develop a list of potential ancillary spaces to include in the program.

- a. The PAT acknowledged that MCLIMS will not offer as many activities that would be found in a typical Middle School. For example, pure Magnet schools do not have competitive sports teams that compete with other schools across the district. .
 - b. The PAT discussed a potential Theatre to support a future fine arts program.
 - c. The PAT expressed the desire for robust technology throughout the facility.
 - d. PAT agreed to include a Multi-purpose room with divider wall for dual use. This room will serve as the Physical Education space/gymnasium.
 - e. A Community Center or Parent Work Room was included in the Space.
 - i. The PAT requested this space be located near the entrance to the school or even have its own access point so it could be used without interrupting or commingling with students.
5. Areas of Discussion by the PAT during the meeting included:
- a. The building will most likely be a 2 story facility.
 - b. The current goal is for the new school to be located on the current site. Site planning will start once the design phase begins.
 - c. PAT asked if a meeting space will be provided that is able to house all students at one time. Facilities Planning will consider this as the ancillary spaces are being developed.
 - d. The common spaces like the Learning Commons, Dining Commons, and Multipurpose Room should be centrally located in the school.
 - e. For the pre-K through 4th grade area of the facility, the PAT feels restrooms need to be located next to each other so entire class can go at the same time and be monitored by one faculty member. Toilets can have an "open" concept with hand wash area on the outside to help teachers monitor students.
 - f. Currently there are 9 buses that serve the school. Both full size and smaller buses are used. A traffic study, ordered by the architect, will be completed to help identify the optimal student drop off and pick point with the least disruption to surrounding traffic patterns. Drop off and pick up times can be staggered to help ease traffic congestion.
 - g. It was noted that this discussion will continue into the design phase. The PAT requested that a trip be planned to an existing K-8th grade school to see how it operates.

What to Expect Next Project Advisory Team Meeting

1. The PAT will review and finalize Educational Program including ancillary uses.
2. School Principal to provide Master Schedule for review.
3. The PAT will review and finalize Space Requirements

NEXT MEETINGS:

1. September 3, 2013, 4:00 to 7:00 pm. – Work Session
2. September 13, 2013, 4:00 pm. – PAT Approval of the Educational Specifications
3. September 25, 2013, 9:00 am. To 4:00 pm. – Regular PAT Meeting and Visit Existing Schools

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

Sincerely,

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