



Facilities Planning

Project Advisory Team Meeting Minutes
Parker Elementary Music Magnet School

MEETING NO.: 002
LOCATION: Parker Elementary School
DATE / TIME: September 25, 2013, 3:30 pm
ATTENDEES: Rebecca Floyd, Teacher; Carol Kehlenbrink, Magnet Coordinator; Kathryn Rodgers, Teacher; Susan Shafer, Librarian; Josh Vanlandingham, Parent; Alean Zufall, School Secretary; Gregory Kabay, Teacher; Dale Harrison, Teacher; Lori Frodine, Principal; Clay Clayton, HISD-Facilities Planning; LaJuan Harris, HISD-Facilities Planning
PURPOSE: The purpose of this meeting was to review the Guiding Principles for Parker Elementary School and to begin discussions of the capacity model for the school.

AGENDA ITEMS:

- Introductions
• Review of the Guiding Principles
• Introduction and development of the Capacity Model
• What to expect at the next Project Advisory Team Meeting

NOTES:

- 1. Guiding Principles
a. Parker's PAT met prior to the regular PAT and developed Guiding Principles for the school. The principles focus on the following four areas:
i. Academics
ii. Music
iii. Collaboration
iv. Community
b. Parker's Guiding Principles are attached.
2. Introduction and development of the Capacity Model
a. The model presented was a starting point for discussions for the Parker capacity model.
b. Parker Elementary currently has 1- Pre-K, 4- K, 6- Grade 1, 23 Grades 2-5 and 1- Special Education Learning Centers. All students will be a part of the performing arts magnet program in the new facility. The capacity model for the new facility were revised as shown below:

Table with 4 columns: # Teaching Stations, Students per Teaching Station, Program Capacity. Rows include Pre-Kindergarten Learning Centers, Kindergarten Learning Centers, Grade 1 Learning Centers, Grades 2-5 Learning Center, Wet Lab/Learning Center, Self Contained Learning Centers, and Total.

- c. Parker Elementary will use the Flex Lab to house 30 student computers. Mr. Dale Harrison, Technology Teacher, explained that even though the District would be going to a 1:1 initiative, software for specialty programs would not be placed on each student's individual laptop. Therefore the need for a computer lab would

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remain so that the software would be added to the desktops in the Flex Lab where the students could be taught as a group. Computer classes could still be taught using the 1:1 initiative for the more common software that would be housed on individuals' laptops.

- d. Extended Learning Areas were added to the program to allow space throughout the building where the Technology Teacher and the Librarian could meet and assist students in their respective disciplines.
- e. The Visual Arts Wet Lab was removed from the program. The PAT members agreed that more spaces would be needed to accommodate the performing arts at the school. Additional money was not available for an art teacher.
- f. Parker Elementary is a music magnet school. The spaces determined by the PAT that were needed for this program are shown below.

Performing Arts	Teaching Station(s)	Quantity	Square Feet	Net Area
String Learning Center (up to 35 students)		4	1,000	4,000
String Storage		1	400	400
Band Learning Centers (up to 75 students)		2	1,000	2,000
Instrument Storage		2	400	800
Chorus Learning Centers (up to 40-80 students)		1	1,000	1,000
Guitar Learning Center (35 students)		1	1,000	1,000
Piano Learning Center (15 students with pianos, plus 1 for teacher)		1	1,000	1,000
Performance Hall (500 seat capacity)		1	5,000	5,000
Stage (for 100 students w/instruments)		1	2,000	2,000
Storage (risers, stands, etc...)		1	400	400
<b>Total</b>		<b>0</b>		<b>17,600</b>

3. Questions / Concerns /Comments

- a. Copies of *Cite, The Architecture & Design Review of Houston* were presented to the PAT by Principal Frodine. She requested that all PAT members review it and be prepared to discuss at the next PAT. Three articles related to HISD which were included in the issue were:
  - i. 'Change on the Horizon for HSPVA: Students at the University of Houston reimagine our flagship arts school'
  - ii. 'A School Design Primer: What are the Lessons Learned from New Schools Funded by the 2007 HISD Bond'
  - iii. 'Not Your Grandfather's School, Terry Grier speaks with *CITE* about plans to put Houston at the cutting-edge of School Design'

4. What to expect at the next Project Advisory Team Meeting

- a. PAT will review the revised Capacity Model/Space Requirements.
- b. PAT will review and revise if need be, the remaining sections of the Space Requirements:
  - i. Physical Education
  - ii. Administration
  - iii. Food Service
  - iv. Custodial / Maintenance

**ACTION ITEMS:**

- 2-01 Review 'Cite' magazine. (PAT)
- 2-02 Review Parker needs prior to next meeting. (PAT)
- 2-03 Update Parker Capacity Model (Facilities Planner)

**NEXT MEETING:** Wednesday, October 23, 2013 @ 3:45 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.

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Sincerely,

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attachments: Guiding Principles

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