



**Project Advisory Team Meeting Minutes**

**Dowling Middle School**

**MEETING NO.:** 008

**LOCATION:** Dowling Middle School Library

**DATE / TIME:** March 12, 2014, 4:00 pm

**ATTENDEES:** Janet Douglas, DMS-SpEd Chair; LaJuan Harris, HISD-Facilities Planning; Vivian Harris, Community Member; Favia Henry, DMS-Dance; John Haskew, Eric Horstman, Corgan/ Harrison Kornberg; Corgan/ Harrison Kornberg; Steve Hoyt, HISD-Sr. Manager; Shontisa Hurst, DMS-reading; Charles Jacobs, Harrison Kornberg; Walter Johnson, DMS-Physical Education-Athletics; Muriel Jones, DMS-magnet Coordinator; Josefa Olivares, DMS-Principal; Linda Scurlock, Community Member; Willie Ray Washington, Community Member; Kori Weathers, DMS-Math; Mike Woods, Rice & Gardner, Sr. Project Manager.

**PURPOSE:** The purpose of this meeting was to continue the planning process for the new Dowling Middle School.

**AGENDA ITEMS:**

- Introductions
- Review Space descriptions
- What to expect at the next Project Advisory Team meeting.

**NOTES:**

1. Discussion of the preliminary educational specification included:
  - a. Specific counts and distribution of learning centers.
  - b. Counts of learning center spaces need clarification.
  - c. Only 7 science learning centers are required.
  - d. Additional PAT member comments to the preliminary Educational Specification documents need to be received by Friday, February 14, 2014. Comments will be collected by principal Olivares and submitted to Facilities Planning. Revisions will be resolved then incorporated into a final draft of the Educational Specification during the following week.
2. Ms Harris suggested a collapsible theater seating system be considered which might allow for multifunction use of the theater space. Members expressed a desire to have a traditional auditorium space since the school is a Fine Arts Magnet.
3. PAT community members expressed concerns that the facility is being undersized given growth patterns in the area and potential rezoning of Reagan K-8.
4. A tour of Salyards Middle School is being scheduled. PAT members were encouraged to attend.

**ACTION ITEMS:**

**Customer Focused . . . Always Responsive!**

- 6.01 Set up site tour at Salyards Middle School (Facilities Planning)
- 6.02 Collection of addition comments to the Educational Specification and resolution into the draft document. (Facilities Planning)

**NEXT MEETING:** Wednesday March 12, 2014, 4:00 pm

<b>MILESONES:</b>	Planning/Programming/Ed Spec	14 March 2014 (Completed)
	Design Charette	TBD
	Schematic Design	18 April 2014
	Community Meeting 1	TBD
	Design Development	23 May 2014
	Community Meeting 2	TBD
	Construction Documents	25 July 2014
	Community Meeting 3	TBD
	Construction Start/NTP:	11 September 2014
	Occupancy	30 October 2016

Please review the meeting minutes and submit any changes or corrections to Mike Woods.

After five (5) days, the minutes will be assumed to be accurate.

Sincerely,



Mike G. Woods  
Senior Project Manager  
Rice & Gardner Consultants, Inc.  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9300.  
mike.woods@ricegardner.com

**Customer Focused . . . Always Responsive!**

---

Office: 713-556-9299

Fax: 713-676-9582