



**Project Advisory Team Meeting Minutes**

**Eastwood Academy**

**MEETING NO.:** 002

**LOCATION:** Eastwood Academy Library

**DATE / TIME:** January 9, 2014, 3:45- 5:00PM

**ATTENDEES:** Celeste Conflitti, EA-Teacher; Paula Fendley, EA-Principal; Dave Funk, HISD Facilities Planning; Ruth Bell-de la Garza, EA-Dean of Students; Brandy Lira, EA-student; Rosemary Lugo, EA-student; LaVar Lewis, EA-PE; Christie Nugent, EA-parent; EA, Rodrigo Ortiz, EA-student; Evonne Pruneda, Parent; William Solomon, EA-Librarian; Mike Woods, Rice & Gardner-HISD Project Manager.

**PURPOSE:** The meeting was held to resolve outstanding questions in project planning process.

**AGENDA ITEMS:**

- Review, Edit & Approve Draft Guiding Principles
- Review Capacity Model – DRAFT
- Begin Space Requirement Studies

**NOTES:**

1. Dave Funk of HISD Facilities Planning Department led a discussion of the Guiding Principles. A draft of the principles was and will be edited for final review and approval by the next PAT meeting.
2. Mr. Funk explained and discussed the capacity model with the PAT. The team identified the number of teaching stations (which drives the amount of space required) and began to discuss what CTE programs will be offered at Eastwood.
3. Mr. Funk explained that at this point in the process we use square footage as the team's currency. The capacity model illustrates how much space is required for the educational program. This square footage, less the square footage that was built under the 2007 bond program, will equal the new square footage for the project.

**ACTION ITEMS:**

- 2-01 Post final Guiding Principles to Bond Web site – HISD Facilities Planning

**MEETING SCHEDULE:** Next PAT meeting: February 6, 2014, 3:45 p.m.

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  
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Attachment:

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