Project Advisory Team Meeting Minutes
Dowling Middle School

MEETING NO.: 009
LOCATION: Dowling Middle School Library
DATE / TIME: April 9, 2014, 4:00 pm
ATTENDEES: Chloe Chen, Corgan/ Harrison Kornberg; Mona Collier, DMS-IT; Janet Douglas, DMS-SpEd Chair; LaJuan Harris, HISD-Facilities Planning; Vivian Harris, Community Member; John Haskew, Eric Horstman, Corgan/ Harrison Kornberg; Corgan/ Harrison Kornberg; Steve Hoyt, HISD-Sr. Manager; Shontisa Hurst, DMS-reading; Charles Jacobs, Harrison Kornberg; Muriel Jones, DMS-magnet Coordinator; Josefa Olivares, DMS-Principal; Sue Robertson, HISD-GM Planning; 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 the capacity model
- Review Space descriptions
- What to expect at the next Project Advisory Team meeting.

NOTES:

1. The capacity model for the school was reviewed:
   a. Current student population is 1,130 per Principal Olivares.
   b. The capacity model is based on 1,300 students at a learning center size of 22-25 students which is preferred by the district and principal.

2. The architects reviewed a site study in preparation for the upcoming Design Charette:
   a. Additional site has been acquired to the north of the existing site.
   b. The potential building site is bounded by the existing school to the south and a gas pipeline on the north in the newly acquired property.
   c. Approximately 1/3 of the students walk to school, 1/3 arrive in private cars and 1/3 ride busses.
   d. Currently students arriving before school are sent to the gymnasiums.
   e. Approximately 30-40 students leave campus after hours.
   f. The new building should be one contiguous facility with interior corridors connecting spaces.
   g. Staff would prefer that students are separated by grade level. Mixing of grade level students is the most common source of conflict.
   h. The ability to utilize the parking lot for band practice would be desirable.
i. Separating bus drop off and the front entry was requested.
j. 12 standard busses and 4 small capacity busses currently serve the school.
k. Opportunities to connect the play fields with future bayou development was discussed.
l. Arrival access for special needs students should be optimized.

3. The upcoming Design Charette was discussed:
a. The location has not been identified and notification will be forthcoming.
b. The Charette will be held with another school. This has been successful in the past to promote sharing of concepts and comments.
c. Community members suggested that holding the Charette in the community was desirable. Because the Charette will paired with another school the location will be more central.
d. It was requested of the principal to find students to involve in the process.

ACTION ITEMS:
8.01 HISD will clarify meeting location for the design charette.
8.02 Principal Olivares will locate students to participate in the design charette.

NEXT MEETING: Wednesday May 14, 2014, 4:00 pm

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,

[Signature]

Mike G. Woods
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