



Project Advisory Team Meeting Minutes

Grady Middle School PAT

MEETING NO.: 001

LOCATION: Grady Middle School

DATE / TIME: April 12, 2013, 11:00 am

ATTENDEES: Rick McConn, Grady Parent; Mirrat Noon, Grady Parent; Heidi Prince, Grady Parent; Lynne Singhoff, Grady PTO President; Ellecia Knolle, Briargrove Elementary School PTO President; Mary Lynn Khater, Grady Parent; G. Kasper-Hoffman, Principal; Sue Robertson, HISD-Facilities Planning; Kedrick Wright, HISD-Facilities Planning; LaJuan Harris, HISD-Facilities Planning

PURPOSE: The purpose of this meeting was to present the team with an overview of the planning process and to begin the process of establishing the Guiding Principles for Grady Middle School which will be used to "test" the decisions that are made throughout the design process.

AGENDA ITEMS:

- Introductions
- Overview of the planning process
 - Planning, Design and Construction for New Schools and Renovations
- Creating Guiding Principles
- What to expect at next Project Advisory Team Meeting

NOTES:

1. Historical Information
 - a. Funding for the original school was through Board member allocation of funding.
 - b. Original Master Plan was for a small campus with a maximum of 580 students. Presently school has approximately 545 students.
 - c. The existing building currently houses Special Programs. The new building will house more day to day operations.
 - d. School has theater arts, band and humanities classes that utilize outdoor spaces in group and independent learning activities.
 - e. Grady Middle School sits on approximately 10 acres of land west of the Galleria area.
2. Planning Process Overview
 - a. Presently the PAT consists of the principal, parents and community members only. Principal Hoffman plans to engage teachers in discussions related to the new addition to round out the team.
 - b. Students may be engaged in the process through the use of small group activities and writing exercises. An entertainment component can be used to excite the students about the process that is being launched.
 - c. Elementary students may be given an opportunity to be a part of the process through writing exercises and other learning components that will be developed by the planning team.
 - d. HISD planners, designers and project managers will be included in the planning process and remain on board to make sure a smooth transition exists for the school to move into the new addition.
 - e. Designer for new addition will be Natex Architects. Architect will attend PAT meetings after they are fully on board.

3. What do we want to see from the Grady PAT?
 - a. The Grady educational goals will be the guiding principles used for defining the learning spaces for the new addition. Grady PAT is to identify 4-5 big idea statements that describe what learning will look like in the 21st century for Grady students.
 - b. Guiding principles from school's mission statement already in place for Grady students include the following ideas:
 - i. Citizenship
 - ii. Partnership with parents
 - iii. Partnership with community
 - iv. Self expression
 - v. Global
4. What do you envision the learning spaces will look like for Grady students?
 - a. A feeling of a global community in which students confidently interact with all people.
 - b. Feeling of being outside even though you are inside.
 - c. Students are being challenged through the rigorous learning that is taking place through the curriculum.
 - d. Independent learning spaces incorporated into the outdoor spaces
 - e. Movable exterior walls which connect science to nature.
5. What words describe what a quality education looks like and includes:
 - a. Engagement
 - b. Rigorous
 - c. Challenging
 - d. Confidence Building
 - e. Motivational
 - f. Well-rounded
 - g. Creative
 - h. Self-expression
6. What are the opportunities, challenges, assets and hopes for your school and community?
 - a. Challenges – small building area for addition; providing a feeling of global awareness without displaying colors, food and flags from different countries; giving a feeling of being outside even though you are inside.
 - b. Opportunity – provide students with a greater understanding of structures as they observe the development of their new addition to the school, maintain outside space for independent learning.

ACTION ITEMS:

1-01 Complete Guiding Principles. (PAT)

NEXT THREE MEETINGS: May 14, 2013 @ 1 p.m.

June 11, 2013 @ 1 p.m.

July 9, 2013 @ 1 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.

Sincerely,

LaJuan A. Harris, PMP
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attachment:

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