



CONSTRUCTION AND FACILITY SERVICES (CFS)
3200 Center Street, Houston TX 77007-5909

Facilities Planning

Project Advisory Team Meeting Minutes

Grady Middle School PAT

MEETING NO.: 002

LOCATION: Grady Middle School

DATE / TIME: May 14, 2013, 1 p.m.

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; Gretchen Kasper-Hoffman, Principal; Carolina Weitzman, Natex Architects; John Haugen, Natex Architects; David Pursell, Grady Parent Emeritus; 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 architects for the Grady Middle School addition and to begin looking at the capacity for the school.

AGENDA ITEMS:

- Introduction of Natex Architects
- Natex Presentation: 21st Centruy Spaces
- Discussion of Grady MS Space Requirements

NOTES:

1. Natex Architects
 - a. Natex Corporation Architects were introduced to the Grady PAT.
 - i. Carolina Weitzman, Principal
 - ii. John Haugen, Principal and lead architect for the project
 - b. Natex Corporation Architects designs with the following ideas in mind:
 - i. Spaces should be innovative
 - ii. Technology should be integrated into the old and the new spaces
 - iii. Spaces should be flexible and useable for a multitude of tasks
 1. Minimize load-bearing walls so any wall can be removed in future remodeling, without affecting the structure
 - iv. Spaces can be designed to change from indoor to outdoor spaces
 - v. All materials can be used as learning devices.
 1. An example would be using carpet in-lays to show a metric scale.
 - vi. Natural daylight and daylight harvesting will be incorporated into design
 - vii. All buildings should be connected
 1. Budget does not include a connection to the gymnasium
 2. Any connection to the gymnasium would require reallocation of square footage from another area of the program
 - viii. Building should be designed with a 50 year life cycle.

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- c. Areas of concern from Grady PAT
 - i. Existing building has limited outlets
 - ii. Electrical requirements need to be expanded to handle expected technology needs of students, faculty and staff

2. Grady MS Space Requirements

- a. Sue Robertson began the discussion on space requirements for Grady Middle School.
 - i. Existing spaces at Grady Middle School
 - 1. Three (3) existing computer labs with low "pony" walls housing electrical; could be re-purposed in the future, if needed.
 - 2. Grady MS's current enrollment is 545 students
 - 3. The 2012 Bond was for a planned program capacity of 900-1000. At this point will plan this new building for a program capacity of 850. We will work with Mark Smith, if needed, to explain the rationale for that capacity.
 - 4. The estimated budget for Grady Middle School of \$14,825,000 is based on a program capacity of 900-1000 students. Sue Robertson explained that the budget was a maximum estimated cost for the project.
 - 5. 38% of the total net square feet of program space will be added to reach the building's total gross square feet. The 38% covers circulation and other building support elements.
 - 6. Teacher work / breakrooms may not be needed in the new space. If they remain in the program, these rooms may be used for teachers' aides and / or smaller size meeting rooms.
 - 7. The new building will be at least 2 floors with at least one administrative office on each floor.
 - 8. School has Deans not Assistant Principals (AP). An office cluster with a Dean, a clerk and maybe one itinerate staff member will be needed for each grade level.
 - 9. When designing flexible space, the team needs to consider:
 - a. Folding walls could be between every, some or no classrooms.
 - b. Moveable walls are a possibility but sound transmission would have to be controlled.
 - 10. A traffic study will be performed prior to determining vehicular circulation on the site.
 - 11. Green space will be considered in the design where the budget allows.
 - ii. Team reviewed information needed to perform Capacity Calculations for Grady Middle School
 - 1. Core classes include English, Math, Social Studies, Science and Reading.
 - 2. There are 5 classes / team and 6 teams total
 - 3. The Jr. High School model is used to calculate the building capacity for Grady
 - 4. Flex laboratories were included in the first phase, therefore will not be included in phase II.
 - 5. Learning Commons were suggested as a separate space for each grade level.
 - 6. Storage space would be a minimum of 3 at 100 SF each. Principal Kasper-Hoffman stated this would not be enough for the school.

- iii. The draft program capacity model below was developed from the dialogue during the PAT meeting and will form the basis of discussion during the next meeting.

Program Capacity Calculation			
	# Teaching Stations	Students per Teaching Station	Program Capacity
Core Academic Learning Center (English, Math, Social Studies, Reading)	24	28	672
Science Learning Center/Wet Lab	6	28	168
Total	30		840

ACTION ITEMS:

- 1-01 Complete Guiding Principles (PAT)
- 2-01 Update Space Requirements (HISD Facility Planning)
- 2-02 Schedule Site Tour to Salyard Middle School (HISD Facility Planning)
 - When: Tuesday, June 4, 2013
 - Time: 2 p.m.
 - Where: 21757 Fairfield Place Dr.
Cypress, TX 77433

NEXT TWO MEETINGS: 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
Facilities Planner, Facility Planning
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
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Attachments:

- Sign-in sheet
- Draft Capacity Model and Space Requirements

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