



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.: 003

LOCATION: Grady Middle School

DATE / TIME: June 11, 2013, 1 p.m.

ATTENDEES: Rick McConn, Grady Parent; Mirrat Noon, Grady Parent; 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; Penny Butler, Community Member / Grandparent; Julio Urrunaga, Natex Architects; Elizabeth Gahn, Natex Architects; Sue Robertson, HISD-Facilities Planning; Kedrick Wright, HISD-Facilities Planning; LaJuan Harris, HISD-Facilities Planning

PURPOSE: The purpose of this meeting was to review the revised space requirements for Grady Middle.

AGENDA ITEMS:

- Impressions from the PAT's Site Tour to Salyards MS
- Review Grady MS Guiding Principles
- Discuss Capacity Model
- Discuss Revised Space Requirements
- What to expect next PAT meeting

NOTES:

1. Impressions from the PAT's Site Tour to Salyards MS:
 - a. The large extended learning center with stadium seating was nice.
 - b. PAT members liked the use burnished block in neutral colors. The block was not fancy and made the building look nondescript but nice and inviting.
 - c. The uniform coloring for the boys' and girls' restrooms throughout the building was so well done that signage was not really necessary.
 - d. A shared preparation room between two science laboratories worked well. The lab tables were smaller than the average science lab tables which would allow several tables to be moved together for group projects.
 - e. The science labs had plenty of storage and plenty of electrical outlets.
 - f. The science preparation rooms had lots of shelving that could slide out.
2. Grady MS Space Requirements:
 - a. The following items are program specifics for Grady Middle School.
 - i. Fume hoods are not required in Middle Schools because of the types of experiments that are performed at this level.
 - ii. Bunsen burners are not needed For experiments requiring heat, use of a hot plate is adequate,
 - iii. A residential dishwasher is needed to clean beakers and other laboratory equipment.
 - iv. A refrigerator is needed to store some experimentation items.
 - v. Portable demonstration tables allow for more flexibility in the classroom as opposed to fixed structures.
 - vi. Six Science laboratories will be required for Grady Middle School.

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- vii. New furniture was purchased and placed in the existing T-buildings. This furniture needs to be evaluated at a later time for use in the new building.
 - viii. Keying will be critical in the new space. Science teachers have the same key to access the science storage areas. This allows the teachers to pool their resources while minimizing excessive storage throughout the building.
 - ix. The group discussed flooring options for Grady. The options ranged from carpet, to tiles or sealed concrete. Salyards Middle School had carpet in the rooms and ceramic tile in the hallways; however Principal Hoffman stated a preference for tile or VCT at Grady.
 - 1. If sealed concrete was used and provided a cost savings, could that money be used elsewhere?
 - a. Architects stated the cost for the sealed concrete will be about the same as VCT.
 - b. Cracks in concrete are inevitable.
 - x. The PAT liked the idea of folding walls separating learning spaces to allow collaboration on projects.
 - 1. A maximum of two learning spaces should be connected with a folding wall.
 - 2. Science classrooms will not have folding walls.
 - 3. Folding / operable walls can still be tackable surfaces or marker boards.
 - xi. Exterior green space should be maximized where possible. School has a desire for a baseball field with a connection to the Grady Park.
 - 1. Marathon Oil Tower is located across the street from Grady Park. Marathon Oil will be donating money to the City to upgrade the park. The school benefits from their efforts since both groups use the park.
 - xii. Site Circulation needs to be addressed in the renovation.
 - 1. Presently 2 lanes are used for drop off and pick up. The lanes are located between the parking area and the main building.
 - 2. Three public buses and three private buses are used to transport the students. The buses are staggered therefore they do not cause a traffic jam. Eight buses should be planned for in the 2012 Bond.
- b. The Grady Middle School Site Specific Educational Specification (Ed Spec) was reviewed by the PAT.
- i. Administration / Guidance
 - 1. The Dean's area has a cluster of spaces: 1) Dean's Office, 2) Reception / Waiting, and 3) Small Conference Room. A copier area will be added to this cluster of spaces, since the teachers do not make their own copies under this administration.
 - ii. Neighborhoods
 - 1. Three Small Group Rooms were listed under this section and will remain.
 - 2. Three additional offices will be added for Itinerant Teachers.
 - 3. Six storage areas were shown under the required spaces. These spaces will be shared among three core groups.
 - 4. Learning Commons is now defined as a library but is not intended for this purpose. This will be a centralized area for hardcopy book shelving and circulation. The remainder of the media square footage will be satellite throughout the building
3. What to expect at the next PAT Meeting?
- a. Discussion of the Revised Space Requirements
 - b. Natex Architects will present some of the studies they have been working on for the school. The presentation will include information that will open the door to more discussion about:
 - i. Site Circulation
 - ii. Three story versus two story addition
 - iii. 3D Modeling
 - iv. Past, present and future work
 - v. Esthetics
 - vi. Drop off and pick up of students

ACTION ITEMS:

- 1-01 Update Space Requirements (HISD Facility Planning)
- 1-02 Prepare Design Studies (Natex Architects)
- 1-03 Review Grady Space Requirements (PAT)

NEXT TWO MEETINGS: 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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