



CONSTRUCTION AND FACILITY SERVICES (CFS)

3200 Center Street, Houston TX 77007-5909

Facilities Planning

Project Advisory Team Meeting Minutes

Washington High School

MEETING NO.: 001

LOCATION: Washington High School

DATE / TIME: April 9, 2013, 4:00 pm

ATTENDEES: Barbara J. Pierce, Parent; Ryan Cozad, Teacher; Noe Resendrz, Student; Martin Lavergue, Parent; Mannion Tara, Employment Specialist; Russell Sasin, Dean of Students; Rivin Williams, Student; Tanya Debose, I.H. Community; Frank North, Alumni; Sammy Dyer, Alumni; Esther Bernard, Alumni; Loraine Gibbs, SDMC; Carlos Phillips, Asst. Principal; LaShonda Bilbo-Ervin, Principal; Sue Robertson, HISD-Facility Planning; Kedrick Wright, HISD-Facility Planning

The following summarizes the discussions and decisions reached during the above referenced meeting.

AGENDA ITEMS:

- Introductions
- What is an Educational Specification?
 - District-Wide Educational Specification
 - Site Specific Educational Specification
- What are Design Guidelines?
- Planning, Design and Construction Process
- Roles and responsibilities
- Creating Guiding Principles

NOTES:

1. Learning should incorporate what the child is involved in on a daily basis.
2. The new building should accommodate multiple learning styles.
 - a. "I learn best when I have room to move."
 - b. "I learn best when I can build and create."
3. Learning spaces should be flexible.
 - a. Spaces should allow individual and/or group learning.
 - b. Spaces should make collaboration possible.
4. World language courses should incorporate listening equipment, image viewing, cooking and sharing cultures and one to one conversations.
5. 21st Century Learning involves technology
 - a. Technology should be well integrated into the building
 - b. Technology within the building should be interconnected
 - i. You should be able to plug into the network from anywhere in the building and not have to start over with what you were doing in another part of the building
 - c. Technology should allow for memorializing and recording the learning process.
 - d. Expanded use of Smartboards
 - i. Potentially all (4) walls are Smart
 - ii. Technology will not stop at Smartboards; design should be for technology that is to come, such as Clicker Technology.
 - e. There should be technology dedicated to special needs students and curriculum
 - f. There should be space dedicated to physical books.
6. There should be lots of transparency in the new building.

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7. Furniture should be comfortable and mobile.
 - a. Spaces are not "owned", they are easily rearranged to meet users' needs

ACTION ITEMS:

- 1-01 Complete Guiding Principles. (PAT)
- 1-02 What is the timetable for the project? (HISD-Facility Planning)
- 1-03 What is the cost per square feet for the new school? (HISD-Facility Planning)
- 1-04 Can you go into detail about the classroom "Pods" versus long endless corridors?

NEXT MEETING: TBD

Please review the meeting minutes and submit any changes or corrections to Kedrick Wright.
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Kedrick Wright
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HISD – Construction & Facility Services
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attachment: