



**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.

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- 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,



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