

CISD – Educational Specification: Client Mtg 1 Minutes

Client Meeting #3: Environmental Implications | STN #214000991

Meeting Date/Time: November 15th, 2021 @ 1:00pm
Place: Boardroom | CISD Admin offices
Next Meeting: December 6, 2021 | 8:30 AM
Attendees: Per attached Sign In Sheet
Distribution: Attendees

Intent: The purpose of the Meeting was to explore Environmental Implications (“Why is Space Important?”) and to create some common language for expressing aspirations about the physical aspects of schools that will support and enhance the educational objectives of CISD.

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<p>1. WELCOME + INTRODUCTIONS</p> <ul style="list-style-type: none"> • Dr. Null opened and welcomed some new members into this very important strategic team. Those who had not been here prior, offered their names and roles. • The Stantec team was re-introduced by Steve, PIC, who also laid out the agenda and context for today’s workshop. <p>2. PURPOSE + EXPECTATIONS RECAP (Prior Meeting)</p> <p>Stantec used some of the imagery from the last workshop to recall shared topics supporting:</p> <ul style="list-style-type: none"> • 3 ways an Educational Specification can support the District <ul style="list-style-type: none"> ○ As an Instructional Manual ○ As a Wayfinding Compass ○ As an Equity Checklist for future builds & renovations • 3 Goals of an Education Specification: <ul style="list-style-type: none"> ○ Form consensus among educators ○ Establish a benchmark ○ Communicate District Expectations • 3 Lenses of an Education Specification: <ul style="list-style-type: none"> ○ Activities ○ Tools ○ Aesthetics • Influencers of an Education Specification include: <ul style="list-style-type: none"> ○ Rules TEA + local code ○ District Standards room sizes, capacity, technology strategies ○ Options Modules, flexibility, campus identity 	<p>Information Only</p> <p>Information Only</p> <p>Recap</p>

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<ul style="list-style-type: none">• Key parts of the future CISD Ed Spec include:<ul style="list-style-type: none">○ Front End Context + Process Documentation○ Chapter Narratives with key planning drivers pulled out (qualitative aspirations)○ Programs by Grade type (quantitative space list)○ Adjacency Diagrams (graphic alignment of key depts / components)○ Room Data Sheets (specific listing of all components required on a per room basis)• Stantec committed that they will be doing the heavy lifting of documentation and report assembly. CISD will partner through a series of interactive review sessions to ensure accuracy of final product.• Final deliverables create a template that is editable and maintainable over time – providing the District a long runway before full revisit would be necessary.• Final deliverables will be hard copy output (series of binders / sorted by campus type and typology chapters) as well as a sortable (book marked) electronic pdf version.• Attendees in the room were specifically selected for their subject matter expertise to advocate on the project as “Champions” and serve as appropriate communication ambassadors to the larger community. It is requested that best effort be made to attend all requested meetings to support continuity and advance the process.• Stantec offered preliminary graphic schedule to support discussion.• CISD would like to accomplish and publish new Ed Specs prior to Fall 2022. Project is currently cast to run until end of June 2022; a 9 month duration. <p>3. ACTIVITY FINDINGS Stantec shared out the results of last workshop’s interactive activity that posed the overarching question: “What does the Strategic Plan look like?” Participants were given the option of multiple images to select and attach to a place card in response to (6x) prompts. They were further asked to offer a few written notes explaining the image they chose. Kimberly shared how there is a remarkable common voice and even to the point of same images / same sentiments being shared on multiple prompts.</p> <ul style="list-style-type: none">• ACTIVITY RESPONSES What does Student Achievement + Post Secondary Success look like?:<ul style="list-style-type: none">○ Engaging○ Hands On○ Flexible / one size does NOT fit all○ Freedom to choose	<p>Information Only</p>
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<ul style="list-style-type: none">○ Future Focused○ Global Impact● ACTIVITY RESPONSES What does Leadership & Fiscal Responsibility look like?:<ul style="list-style-type: none">○ Responsibility○ Transparency○ Challenging / Always Changing○ Thoughtful but Bold○ Empathetic but Strategic○ Making Smart Decisions● ACTIVITY RESPONSES What does Recruitment, Development, & Retention of Staff look like?:<ul style="list-style-type: none">○ Welcoming + Inclusive○ Lerner Focused○ Community Based○ Having the “Best”○ Always growing / changing / adapting○ Committed / loyal / supportive / safe● ACTIVITY RESPONSES What does Safe & Collaborative School Culture look like?:<ul style="list-style-type: none">○ Inclusive + Equitable○ Differences Celebrated○ Adequate spaces that are functional○ Staff / Student / Community focused○ Respect / comfort / accessible○ Everyday● ACTIVITY RESPONSES What does Effective Instruction look like?:<ul style="list-style-type: none">○ Explore Multiple pathways○ Student-Centric○ Room to fail with a safety net○ Traditional but Innovative○ Meets Industry Standards (certifications)○ Flexible / Engaging / Nurturing● ACTIVITY RESPONSES What does the future of CISD look like?:<ul style="list-style-type: none">○ Exciting & Bright○ Technology / Future Focused○ Not complacent / Flexible○ Diverse○ Pride / Excellence / Continued Success○ Reflective○ In our hands \ our responsibility	
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<p>4. ENVIRONMENTAL IMPLICATIONS:</p> <ul style="list-style-type: none"> • Laura led an informative benchmark discussion by reminding us that our schools truly are the heart and pulse of our communities – serving as more than just places of traditional instruction. • She advanced the conversation by showing common elements of 21st learning environments. • Deeper dive across a series of “flexibility scales” offered the chance for participants to mark where the District is currently on key topics, an provide a glimpse of areas it may want to explore more through the codification of its Educational Specifications. This robust conversation set up the two Visioning Exercises that followed. 	<p>Information Only</p>
<p>4. VISIONING EXERCISES:</p> <ul style="list-style-type: none"> • Participants were reminded of the common emerging themes that have been tracked to date through the Ed Spec Workshops <ul style="list-style-type: none"> ○ Safe & Engaging for Students ○ Pride & Mentorship for Staff ○ Effective Tools for Effective Learning 	<p>Information Only</p>
<ul style="list-style-type: none"> • The “What If?” exercise offered the Individual Champions the chance to respond to a series of (8x) prompts using the lenses of Activity, Tools, and Aesthetics. Worksheets were collected (anonymously) and have been scanned for further review by the Design Team for deeper trends. 	<p>Information Only</p>
<ul style="list-style-type: none"> • The Champions were then recast into (4x) groups to specifically dive deeper on two of the original prompts. Groups were encouraged to diagram aspects of their response and report out. Opportunity to comment on each prompt was offered to the larger group. Table work was collected and scanned for study by the Design Team. It was noted in the workshop how many of the teams had overlap in their strategies and solutions posed. 	<p>Information Only</p>
<ul style="list-style-type: none"> • The final exercise was a snapshot in time of “Must Have” contributors to support the emerging themes (see above). Noting that this will be further informed by the CISD & Virtual Tours, Stantec will revisit this in the closing session of our Goal Setting workshops when we return in Early Jan 2022. Today’s snapshot: <ul style="list-style-type: none"> ○ Flexible ○ More Storage ○ Transparency ○ Natural Light ○ Secured Entry ○ Options in space / configuration ○ Distributed Power (where we need it) ○ Mobility Choices for Teachers 	<p>Information Only</p>

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<p>7. NEXT STEPS:</p> <ul style="list-style-type: none">• Champions will be invited to 2x days of CISD campus tours that will cover 4-6 relevant “best of” campuses to prepare them to contribute to the Content Development phase that will begin in Early 2022. Shared transportation, “tour books”, hydration + light meals, and more details will be provided. Tours will be leaving / starting from Admin Building at 8:30 am on each of the respective days.• Stantec will be preparing some supplemental imagery + content around emerging topics and inquires. This collection of benchmark examples will be shared out as a Virtual Tour presentation on the second day of touring.• Reminder that the slide deck from today is available to you on the initiative specific CISD portal here: https://www.conroeisd.net/department/planning-and-construction/education-specification-committee/ <p>END OF NOTES</p> <p>The foregoing notes are considered to capture the major discussion topics and direction provided during the meeting. If any discrepancies or inconsistencies are noted, please contact the writer immediately.</p> <p>Attachment: Sign in Sheet Activity Worksheet Sample</p>	<p>Information Only</p> <p>Stantec</p> <p>Information Only</p>
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WHAT IF? Answer the following prompts by describing the space.



What are the activities and/or rules?



What tools do you need?



What does the space look like?

5. What if...teachers/staff had space for professional development and collaboration?

Green response area for prompt 5.

Purple response area for prompt 5.

6. What if...teachers/staff had space for mentorship?

Green response area for prompt 6.

Purple response area for prompt 6.

7. What if...Conroe ISD schools are where every teacher would want to teach?

Green response area for prompt 7.

Purple response area for prompt 7.

8. What if...Conroe ISD schools felt inviting and inspiring?

Green response area for prompt 8.

Purple response area for prompt 8.