

Community Task Force  
Needs Assessment Report  
Melissa Middle School  
(3150 Cardinal Drive)

December 17, 2015

Melissa ISD

# Melissa Middle School

## Purpose

The purpose of the Middle School Assessment Team, as part of the Community Task Force, is to provide guidance and establish a list of priorities as part the Melissa ISD, 2016 bond proposal.

This team evaluated the current MMS campus to determine the needs and deficiencies. The campus walk-through highlighted critical areas of concern that require immediate resolution by the MISD leadership. Meetings with the Staff Committee provided additional areas of concerns and highlighted priorities.

The Parent and Staff Committee members toured the MHS campus assessing the availability of resources and the requirement of the younger student population. Building capacity (projected classroom) study was not part of the team's purpose. This will be left to the architect and board members during planning.

## Assessment Team

Chair:	Thomas Crain
Co-Chair :	Marc Fowler
Parent Committee:	Mary Keever, Gretchen Coyner, Sam Mitton, Fred Lewis
Staff Committee:	Kimberly Ball, Amanda Hardy, Michelle Van Schepen
Resources:	Jim Miller, Duke Sparks

## Area of Focus

### Short Term MMS (2950 Cardinal Drive)

- Building
- Security
- IT

### Future MMS (Current MHS, 3150 Cardinal Drive)

- Building, modification and additions
- Internet Technology (IT)
- Classrooms & Curriculum

## Assumptions

- MMS will consist of 6, 7, and 8 grades
- MHS portable will not be utilized by MMS, (detached portable building will be at the end of permit life and not offer security for middle school students)
- MISD owned land exists for building expansion (land North of 3150 Cardinal Dr.)
- Expansion is concurrent with new high school construction

- One to One computer ratio (per classroom seat by department not per student)

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## Short Term Requirements

### Building

1. **Remove partition glass doors in hallways B & C.** Doors create a bottleneck in bi-directional traffic flow that impacts the student's ability to reach classrooms within the allotted time. Requires staff supervision during class period changes.
2. **Remove lockers from hallways.** Lockers are under utilized by the students do to placement/location. Hall space is better utilized for congestion reduction. Campus is departmentalized to improve teacher communication and resource utilization which prohibits a student from storing and retrieving items from the lockers.
3. **Covered/paved crosswalk between halls.** Campus consists of 2 wings connected by a classroom corridor on one end. This prohibits students from traversing from one wing to another without taking the long way around. This impacts the student's ability to reach classrooms within the allotted time
4. **Additional storage.** Campus lacks adequate storage rooms for long term and TEA test document control
  - a. Repurpose competition gym locker rooms to storage rooms
5. **Additional rooms.** CMC & ISS, campus lacks dedicated CMC and ISS. Current facilities are not adequate and greatly impact the effectiveness of test administration and student discipline.
6. **Nursing clinic / facility.** Current facility is located within the administration space. This is a serious health risk and possible confidentiality risk.
7. **Cafeteria.** Current furniture is in need of repair/replacement. Seating capacity is at critical mass along with the room size. The self service microwaves are a safety and sanitary risk. The microwaves are stationed on tables and can be easily pulled off. Building wiring is not rated to handle the load demand and requires a staff resource to reset breakers.
  - a. Increase seating capacity (furniture & space)
  - b. Commercial microwaves, secured in sanitary stations (wiring, sanitary, safety)

### Security

1. **Alarms and/or video monitoring on all doors.** Campus has 13 entry points that are not video monitored or controlled during school hours?
2. **Full-time SRO presence on campus.** With 13 unmonitored entry points the security of the campus is compromised 100% of the time.
3. **Campus perimeter barrier.** Campus lacks the ability to restrict campus and building access by unregistered guest.

4. **Restrict parking between multi-purpose & math buildings.** Parking between the two buildings is a safety hazard. Students are using this area as a walkway and are navigating the parking area to get to and from classes.

## IT

1. **Additional chrome carts.** Campus utilizes digital text books but there are not an adequate number of Chrome Tablets.
2. **Evaluate wifi capacity/demand.** Added tables will require additional bandwidth. Full evaluation of current capacity is needed.
3. **Expanded IT support & budget.** Additional IT support is critical for this expanded advanced technology
4. **Upgrade server room with proper ventilation & cable mgmt.** Fiber Optic and Cat 5 cable management is improperly maintained in freestanding rack. This room appears to lacks proper ventilation and dust control to keep equipment operating at is capacity.

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## Future MMS Campus Requirements – upon relocation to current MHS building

### Building Modifications

1. **Remove partition glass & doors in hallways.** Original construction did not have hallway doors. These doors restrict the student flow
2. **Separate bus & carpool areas.** Middle School traffic requirements differ from High School. The Bus loading/unloading area will be designated in the front of the building with Carpool routed around the North, East, and South Sides away from the bus traffic and off Cardinal Way.
3. **Repurpose three remaining science rooms to traditional classrooms.** Repurposes Science rooms located in 100, 200, and 300 hallways to standard classrooms. Utilize shared storage rooms for Staff work areas and storage.
4. **Repurpose band uniform & cheer storage rooms.** Repurpose excess Band and Cheer rooms for added classroom space and teacher work area.
5. **Downsize library & reclaim space for classrooms.** Resize Library to adequately service school needs. Reclaim surplus area for flexible classrooms, teacher lounge, and staff conference room.

### Cafeteria

1. **Full remodel including removal of platform space.** Remodel cafeteria area removing partition walls and raised areas. Better utilize floor space for easier staff monitoring during lunches and provide additional seating capacity.
2. **Commercial microwave stations.** The self service microwaves are a safety and sanitary risk. The microwaves are stationed on table and can be easily pulled off. Building wiring is not rated to handle the load demand and requires a staff resource to reset breakers.
  - a. Commercial microwaves, secured in sanitary stations (wiring, sanitary, safety)
3. **Refurnish with grade appropriate seating**
  - a. Increase seating capacity (furniture & space) to meet the demand of a larger student population.
  - b. Install age appropriate seating.

### Building Additions

1. **Covered building entrance on east side for carpool.** Build an entry porte-cochere to service carpool area.
2. **Two story wing on north side of building.** Additional classrooms will be required to handle the increased student population. It is projected the middle school population will be larger than the current high school.
  - a. Create a science wing with 6 classrooms. This will allow for departmentalization and better utilization of resources.

- b. Create north hallway to connect all existing wings. Improve traffic flow and eliminate congestion in main hall.
  - c. Add additional restrooms for students and teachers.
3. **Fenced outdoor learning space on north side.** Create an outdoor classroom space and project space on Northeast side of campus with a fenced in courtyard.
- a. Adds security for 5 exterior doors.
  - b. Provide secure activity space for Special Ed exercises.
  - c. Exit only security control point for emergencies.
4. **Add Crosswalk on Cardinal Drive** (flashing warning lights). Younger student population requires supervision in crosswalk areas. Cardinal Drive has a 2 bends in the road therefore added visibility is necessary.

#### IT (Focus on Flexibility)

- 1. **Expanded wifi capacity.** Flexible campus will depend less on hardwire Cat 5 cabling and more on campus wide wifi Ethernet. Evaluate and expand capacity to meet the demand.
- 2. **No hardwired classrooms.** Remove hardwire barriers from the classroom configuration.
- 3. **1 to 1 computer ratio.** Evaluate by department seat not total student population
  - a. **Per seat, remain in classroom** The computer will remain in each classroom and utilized during class time and after school.
- 4. **Video display in each classroom** Replace projectors with large format TV's.
  - a. **Portable**, smart boards or large screen TVs. Smart Boards are not universally recommended. Selection to be made by department and TV's connected to the Staff PC will be an acceptable alternative. Additional IT support is critical for this expanded advanced technology.

#### Classrooms & Curriculum

- 1. **Full wall whiteboards**
- 2. **Refurnish all rooms with grade appropriate furnishing**
- 3. **Evaluate CTE Offerings** (Complimentary to MHS)
  - a. Shop class
  - b. Digital media
  - c. Yearbook
  - d. Photography
  - e. Transitions Class (Financial planning, study skills, time mgmt., SAT/ACT prep)

## **Recommendations**

The recommendations of the Middle School Assessment Team are necessary to sustain the current MMS campus (2950 Cardinal Drive) for the next 2-3 years. Without these essential upgrades the MMS Staff and Students will be negatively affected and potentially harmed as a result of safety deficiencies.

During the construction of the new MHS campus the updates to 3150 Cardinal Drive must be underway. The projected student population will require additional classrooms when the middle school takes over the campus. The changes in student demographics require the listed changes be in place when the students arrive on the first day of school.

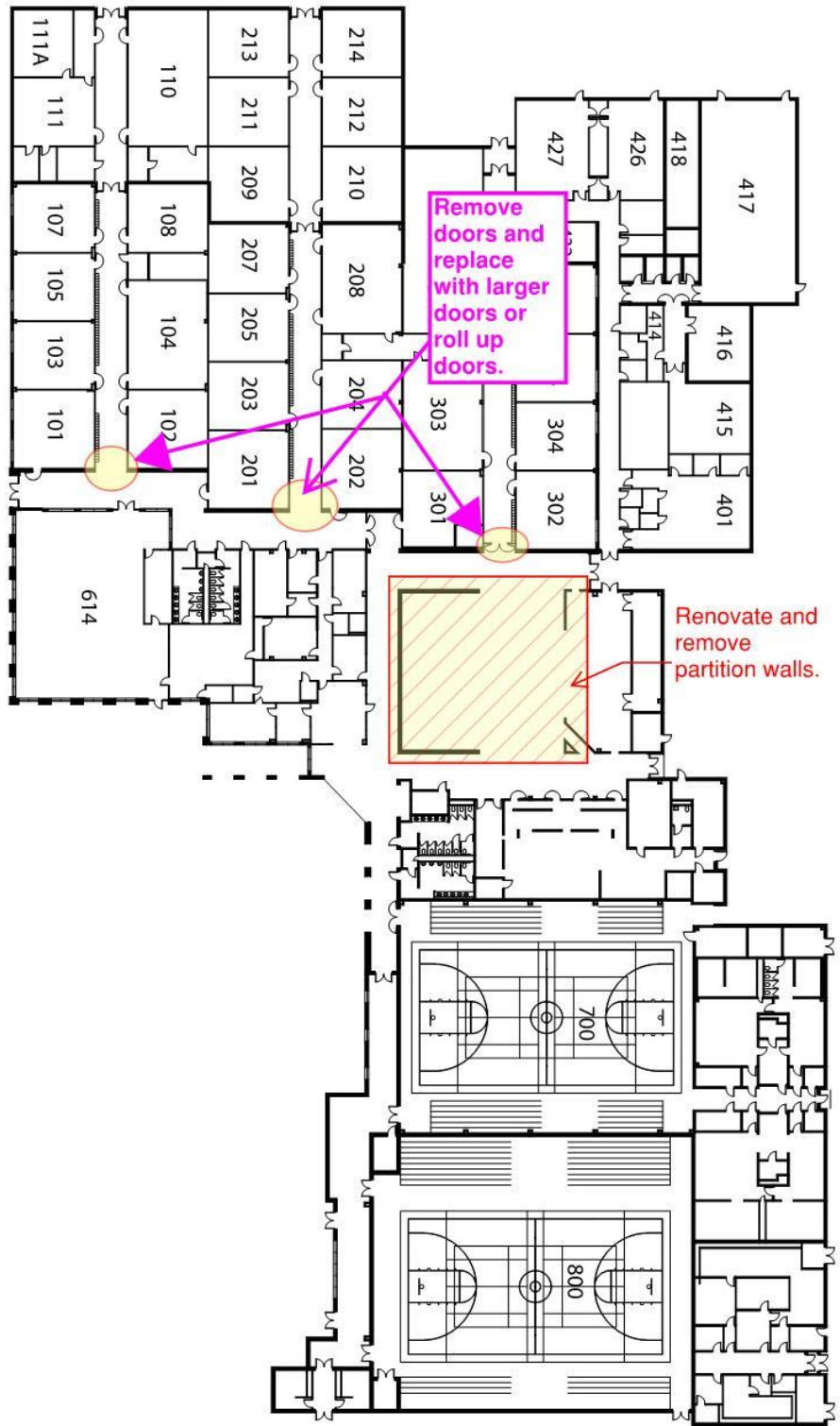
The MMS Needs Assessment Team recommends all the listed actions be addressed by the board and architect firm and included in the bond allocation package.

Thomas Crain, Chair

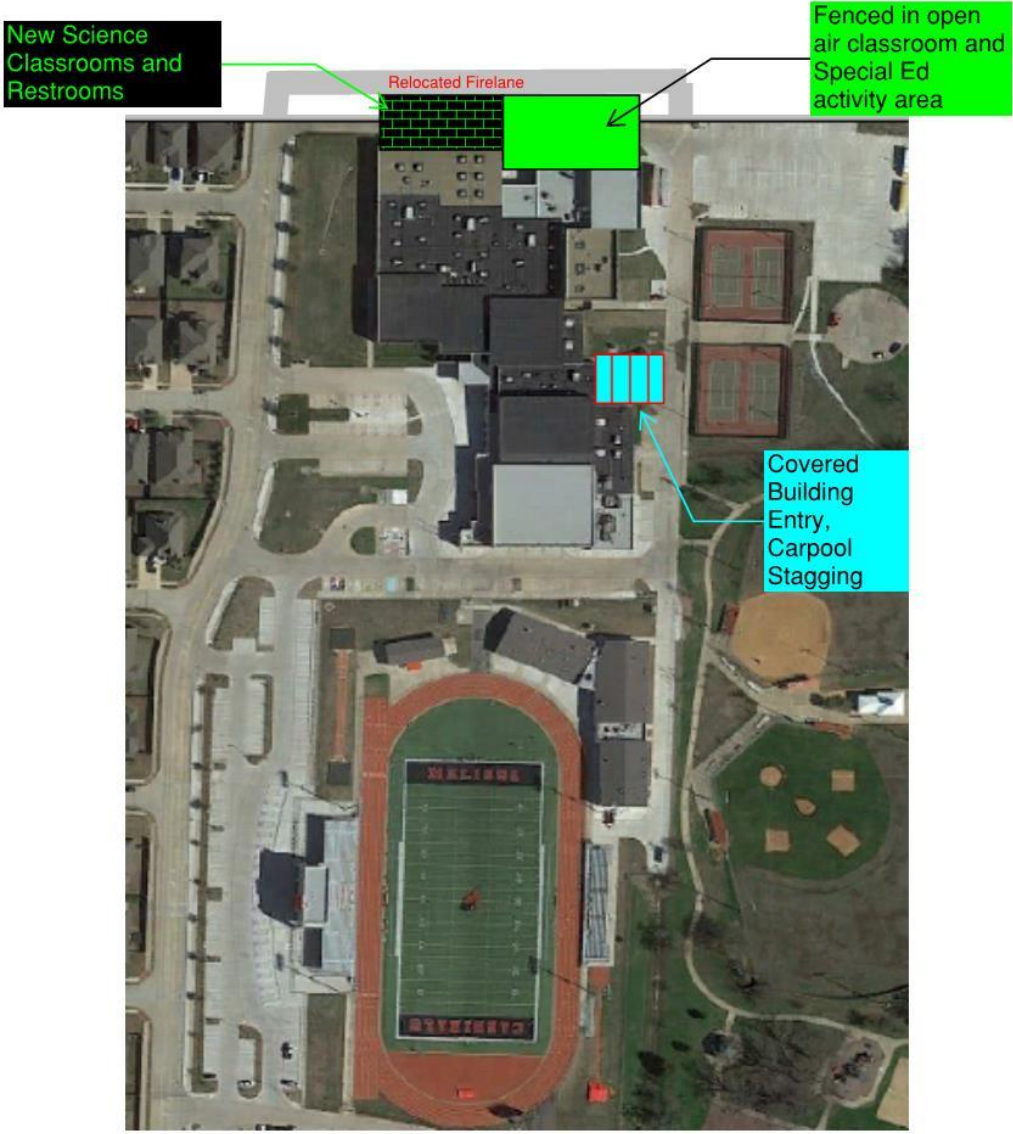
Marc Fowler, Co-Chair



Addendum A



Addendum  
B



Addendum C

