



Facilities Planning

Meeting Minutes
Bellaire High School

MEETING NO.: 005

LOCATION: Bellaire High School

DATE / TIME: January 21, 2014, 4:00 pm

ATTENDEES: Michael McDonough, Principal; Diana Leeson, School Business Manager; Allen Scarrow, Technology; Jay Stubbs, Teacher; Amy McIntyre, Teacher/ Dept. Chair; Swati Narayan, Parent; Judy Long, Community Member; Steven Gee, Program Manager, TCM; Dan Wilkes, Teacher; Sue Robertson, HISD-GM Facilities Planning; Melissa Turnbaugh, PBK – Architect; Sandi Johnson, PTO-Parent; Andrew Monzon, Asst. Principal; Tracy Christie, Parent; Rachel Crochet, Community Leader; Rocky Manuel, Teacher/Coach; Zachary Wood, Student; Leisa Lovy, Community member/Parent; Albert Wong, HISD-Facilities Design

PURPOSE: The purpose of the meeting was to focus on the Capacity Model and the Space Requirements for Bellaire High School which will be used throughout the planning and design process.

AGENDA ITEMS:

- Capacity Model- led by HISD Facilities Planning
- Final Approval of the Guiding Principles
- Space Requirements- led by HISD Facilities Planning
- Bellaire High School PAT Local Site Tours Discussion
- What to expect at the next Project Advisory Team Meeting

NOTES:

1. Capacity Model

- a. Sue Robertson provided an overview of how the capacity model was established. The specific model for Bellaire HS was created by analyzing the current 2013-2014 BHS master schedule. The total number of class periods and teaching stations for each department was determined
- b. Each learning center is being planned for 28 student occupancy.
- c. The bond plan provides for the new Bellaire campus to be designed for 2,800-3,100 student population at 85% utilization. The current student enrollment is 3,545.
- d. A member of the PAT asked if it would be possible to determine the existing campus building capacity and if the number of teaching stations would be increasing or decreasing from the current campus.
- e. Sue Robertson requested the administration to calculate the existing number of teaching stations.
- f. Building efficiency is an important consideration as we plan for the future. This is why the new facility is being planned for 85% utilization. This is a district-wide philosophy and is not unique to Bellaire.

2. Space Requirements

- a. The existing science classrooms are separate from the science labs. Currently, one science teacher shares a classroom.
- b. Special education requires 4 life skills and 4 contained classrooms. The life skills class typically has 10-12 students maximum.
- c. The CTE curriculum is evolving.
- d. BHS has six music teaching stations- three guitar, one vocal, orchestra and band.
- e. Health classes are included in the core learning center teaching stations.
- f. The debate teacher asked if the 4 debate classrooms were included in the capacity model. The program currently has two small and two large classrooms.
- g. Yearbook, journalism and newspaper all have dedicated classroom space with computer stations.

Customer Focused . . . Always Responsive!

- h. For the new building, science learning centers and labs should be combined. The existing science building has separate classrooms and labs. The new learning centers would need to accommodate chemistry and aquatic science classes.
- i. The core classrooms are being designed at 850sf and science learning center/ labs will be 1,650sf.
- j. The learning Commons square footage includes both a central location for various resources and distributed spaces throughout the neighborhoods.
- k. With House Bill 5, the student's curriculum will change. Bellaire is waiting to see what impact that will have on the CTE program and courses.
- l. The existing auditorium has a capacity of 800+, the PAT will need to determine the desired seating capacity for a new auditorium. The question was asked about possibly renovating and expanding the existing facility by adding a mezzanine. The comment will be taken into consideration during the design phase of Bellaire High School.
- m. Gymnasiums are heavily used on campus. The model was modified to include one competition gymnasium and two auxiliary gyms.
- n. Bellaire currently has a 4-lane 25 meter pool. The pool is used during early class periods for training. Coach Manuel stated that he would like a 6 lane pool and competition length to host swim meets.
- o. The PAT stated that they want the programs to drive the building and not the building driving the program.
- p. Food service has been vetted by HISD. The dining commons can be a central space or distributed throughout the campus with satellite serving stations.

3. Site Tour

Program Manager noted that HISD is scheduling local school tours for the PAT. The proposed dates were February 12th, 19th or 26th. February 12th was everyone's preference. HISD will provide transportation for the tour and highlight 21st Century Learning and learning environments.

ACTION ITEMS

1. The Principal, with the help of his colleagues, will review the capacity model and determine what the school has currently and what they believe they need for the future.

What to Expect at the Next PAT Meeting:

1. HISD Facilities Planning will continue to lead the development of the Capacity Model and Space Requirements for Bellaire High School.

NEXT MEETING: February 18, 2014, at 4:00 - 5:30PM.

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

Sincerely,

Steven Gee
Program Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9261
Email: sgee@houstonisd.org

Customer Focused . . . Always Responsive!

Office: 713-556-9299

Fax: 713-676-9582