

Facilities Planning

Meeting Minutes

Lee High School

MEETING NO.: 004

- LOCATION: Lee High School
- DATE / TIME: August 1, 2013 / 3:00 pm
- ATTENDEES: Tom Behrman, Lee alumni/ Community Member; Dawn Dunn, YMCA; Gilbert Sosa, Student; Marcelin, Kamdoum, Student; Monica Quintero, Principal; Sue Robertson, HISD – Facilities Planning; LaJuan A. Harris, HISD-Facilities Planning; Marie Hoke, WHR Architects; Greg Papay, Lake/Flato Architects; Alfiee Herran, Lee AP; Warner Strang, URS; Karen Becerra and Raynese Edwards, Principle Partnering Group; Michael Webster, HISD Director of CTE; Brian Pereira, Lee Staff member
- **PURPOSE:** To complete the review of Guiding Principles, review the Capacity Model, and to introduce the architects for the project.

AGENDA ITEMS:

- Review and Approve Guiding Principles
- Review Career Track programs for the Capacity Model
- Complete Review of the Capacity Model
- Architects presentation of 21st Century Schools

NOTES:

1. Guiding Principles

The principles drafted in the previous meeting were organized into two sections, Educational Program and Educational Practice, and approved by the group. The Principles are:

Educational Program

- We believe educational programs should be relevant to the 21st century and empower students as problem solvers and critical thinkers
- We believe that technology fosters education
- We believe our community should connect to the school
- We believe that student learning opportunities should generate inquiry and creativity among students
- We believe that our diverse population should be supported to become global leaders

Educational Practice

- We believe it is important to support the whole student to achieve success
- We believe it is important to showcase the wide variety of students' talents
- We believe it is important that flexibility and adaptability are provided to prepare students to meet rapid change.
- We believe that having people gather and appreciate learning and nature is important

2. CTE

Michael Webster explained that Career and Technical Education planning focused on areas in which there were a growing number of good jobs for graduating students. Current examples are Geographic Information Systems (GIS), law enforcement, welding, cabinetwork, healthcare assistance, and fire and EMT training. Currently basic business training and media production are declining in job opportunities. In response to a question from Tom Behrman, Michael Webster and Sue Robertson explained that most HISD high schools have significant Career Track programs, and that Lee will continue to be a full spectrum high school.

3. Capacity Model:

Sue Robertson and LaJuan Harris led a discussion of the draft Capacity Model.

- a. CTE: Child Development was felt to be declining. The school does have a child care program which is used exclusively by the students; however, this is not a teaching station. A childcare center will be added to the space requirements.
- b. CTE: STEM Lab was determined to be another science learning center. The STEM Lab was renamed to CTE: Science / Forensic Lab.
- c. The three CTE: Business spaces were reduced to one space.
- d. Three teaching stations were added to the Capacity Model:
 - a. CTE: Fire / EMT
 - b. CTE: Digital Photography
 - c. CTE: Design / CAD
- e. CTE: Technology was revised to CTE: Technology /GIS. The Geographic Information Systems (GIS) specialty was identified by Michael as one of the growing number of good jobs for graduating students.
- f. The square footage for the Learning Commons / Information Center will be increased by 500 to accommodate the graduate lab and a court room for the school.
- g. Principal Quintero and Assistant Principal Herran felt that a dedicated space was needed for a GRAD lab. The GRAD lab is a space monitored by a teacher and used by the students for online learning. A GRAD lab has been added to the program under the Neighborhoods section.
- h. A teaching theater was added to the program under the Neighborhoods section. This space will be used for lectures and school court sessions which are run by the students.

The completed Capacity Model is shown below:

NeighborhoodsStation(s)QuantitySquare FeetNet ALearning Center4343850Wet Lab991,650Wet Lab Storage5150Flex Lab1900Grad Lab11900Teaching Theatre11,725Learning Commons/Information CentervariesLearning Commons/Information Center StoragevariesSpecial Education Learning Center33Sitchen/Restroom/Changing Room/Storage1450Small Group Room8120Storage1650Total561	HISD Lee High School Space Requirements Detail					
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4. Due to time constraints, the architects' presentation will be shown at the next meeting, and will be more specifically directed to Lee's program.

ACTION ITEMS:

- 1-01 Complete 2013-14 Course Schedule (Lee Staff)
- 2-01 Provide Facility Planners with the 2012-2013 Course Schedule (Lee Staff)
- 3-01 Complete Lee Space Requirements (Facilities Planner)

SUMMER MEETING SCHEDULE: August 15, 2013 @ 3 p.m.

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

Sincerely,

Warner Strang HISD – Construction & Facility Services 3200 Center Street, Houston, TX 77007 Phone: (713) 556-9250 Cell (713) 962-1805 Warner.strang@urs.com