



CONSTRUCTION AND FACILITY SERVICES (CFS)

3200 Center Street, Houston TX 77007-5909

Facilities Planning

Project Advisory Team Meeting Minutes

South Early College High School

MEETING NO: 012

DATE/TIME: October 17, 2013, 10:00 am

LOCATION: Houston Community College South Campus, Gay Hall
1900 Airport Blvd Houston, TX. 77051

ATTENDEES: Charles Whigham, Kathleen Fleming, Genevieve Stevens, Cheryl Peters, Bill Cabrera, Charles Hebert, Linda Scurlock, Jean Roberts, Dan Bankhead, Sizwe Lewis, Princess Jenkins, Steven Gourrier, Amanda Goodie, Bob Myers, Eric Ford, Rhonda Edwards, Bessie Swindle, Terry Smith, Wilma Jordan, Yiyang Bai, Jeri Brooks, Dorothy Mason, Kim Jones, Bennie Ansell, Corey Ackelmire, Shantae Ford, Susan Hines, Todd Hendricks, Cedric Johnson, Debra McCaughey, Monica Shaw

PURPOSE: The purpose of this meeting was to review the Schematic Design and determine the course of the Community Engagement for South Early College High School.

AGENDA ITEMS:

- Review Schematic Design Plans
- Community Engagement Ideas and Timeline
- What to Expect at the Next PAT Meeting

DISCUSSION:

1. Review Schematic Design Presentation
 - a) Smith & Company Architect, Terry Smith, presented the updated Schematic Design. He pointed out the most recent changes in the plan, starting with the bus route and combining the student drop-off and the parking areas.
 - i. The bus route and student drop-off will share the same route. Parking will be to the inside of the bus loop. Both will have their own separate entry and exits.
 - b) The Architect wants to take advantage of the shade. The design incorporates tree wells that wrap around the trees which create bench type seating in the Courtyard area. There will be tables and chairs so that students can gather together outdoors. The outdoor stage is centered within the courtyard along with the Amphitheatre. There will be bio-swale landscaping added to the design.
 - c) Floor Plan: 1st Floor
 - i. The Architect is taking a closer look at the entrance design for security reasons. The front entrance will have doors that are open in the mornings so that students may come into the school, but then these doors will be locked and anyone entering into the building will need to come through the secured vestibule to gain access to the building. The Administrative Offices, conference rooms, the Principal's office and private restroom, health/nurse station, and restrooms for administration will be located on the first floor.

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- ii. The front entrance will have an elevator to the left along with student restroom facilities. The open area will lead into the Dining Commons where vending machines and the kitchen/serving areas are located.
- iii. The formal Dining Commons will have direct access to the exterior. There will also be retractable stage and seating combined with the movable wall for flexible usage. Lockers, showers, and storage will be located in the area.
- iv. Neighborhoods will include Learning Commons, teacher work area, storage, and will exterior access to a covered area for visual arts.

e) Floor Plan: 2nd Floor

- i. The second floor will center around the Assistant Principal's offices and waiting area. The three Neighborhood and Learning Commons will have soft seating for independent studies and be flexible so students can come together in small groups. The Wet Labs will have separate storage for HCC and HISD. Storage areas will be located between each lab in order to provide as much storage space per room as possible.
- ii. The Learning Centers will have moveable walls (examples were shown) in order to expand the media room, conference rooms and the Professional Development Suite (GO Room).
- iii. The entire campus will be visible from the second floor. Surrounding the Neighborhoods on the exterior walls is energy efficient glass. This provides students and teachers a better view while enhancing the space with natural light.

f) Exterior

- i. The courtyard is visible through the west entrance. The courtyard will have a shed roof that will extend out from the building just outside the food court. This roof will be made of a mix of fiber compound, glass with metal accents, in order to allow the light to pass through and it will not obstruct the view from the second floor.
- ii. The south elevation will face the recreational fields. There will be a bridge area to connect the two buildings. This bridge will have glass walls with handrails.
- iii. Building materials will be used on the exterior that are cost effective like exposed concrete, polycarbonates, fiber board that are durable and will give the school a "high tech" feel. The intent is that South Early College will stand out among the surrounding buildings.

2. Community Engagement Ideas and Timeline

- a) Kim Jones and Teri Brooks, from One World Strong, were introduced to the PAT. They are here to help get out the word to the community about South Early College High School and the impact it will make for the community. One World Strong's main goal is to engage the community, keep them informed, and to let the community know that HISD wants to hear their feedback.
- b) Members of the PAT advised that HISD should not schedule these meetings when other important community activities are happening unless we can incorporate the two to have a broader outreach.
- c) The first of three Community Meetings has been set for Thursday, November 7th at 6:00pm.
- d) Smith & Company will show a PowerPoint presentation and site designs on boards so that the community can have an up close look at the design. The desire is to have students and some members of the Project Advisory Team involved so when the community goes to see the boards they can answer questions that are asked and be there to give feedback.

3. Furniture Expo

- a) On November 5 through 7, 2013 from 8:30-12pm at Terrell Middle School HISD is having a district wide furniture expo. Vendors will present ergonomic student and teacher furniture that is set up in multiple classrooms to demonstrate 21st Century Learning Environments. The goal of the furniture expo is to determine, with the community's input, items to be included in a catalog that each school will be able to order from.

Questions and Answers:

- 1) Will the Wet Labs share the prep rooms?
 - a) Prep rooms will have a greater versatility so that is a possibility.
- 2) Will the Visual Arts be sharing storage with HCC?
 - a) The storage area will be flexible and they will be separate so that items from both entities can be secured.
- 3) How will the labs be named?
 - a) The labs will not be named.
- 4) Will the lab in the middle be larger? Say for Biology? And have a larger storage?
 - a) HISD will need to review the HCC Educational Specifications for sizing of labs.
- 5) How do we keep the new Workforce building public from coming onto the High School campus since their building will be in the same area?
 - a) HISD is looking at HCC requirements and will be evaluating how to secure the High School campus.

What to Expect at the next PAT Meeting:

- 1) In the upcoming PAT meeting we will discuss the outcome of the community meeting and an update to the schematic design.

Community Meeting: November 7, 2013 at 6:00pm

Next Meeting: November 21, 2013 at 10:00 am
(Meetings are set for the third Thursday of each month)

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

Sincerely,

Amanda Goodie, PMP, AVS

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