



CONSTRUCTION AND FACILITY SERVICES (CFS)
3200 Center Street, Houston TX 77007-5909

Facilities Planning

Meeting Minutes

Waltrip High School

MEETING NO.: 002

LOCATION: Waltrip High School

DATE / TIME: June 24, 2013 / 4:30 pm

ATTENDEES: Andria Schur, Principal; Elizabeth Villarreal, Parent; Delinda Holland, Community Representative; Carla Hoyer, Staff Member; Dr. Jon Enloe, Community Representative; Stan Terry, Community Representative; Ken English, CM-PA Project Manager; Debbie Adams, Alumni; Jonathan Saulos, Student; Rebecca DelaRosa, Teacher; Jesse Espinosa, Band Director; Terry Sutton, Community Representative; Darcy Ruffino, Teacher / Athletic Director; Rosy Ruedas, Student; Martha Fuentes, Student; Mary Gibson, Teacher; Alexis Leija, Student; June DeLeon, Parent; Cindy Reibenstein, Student; Travis Stanford, HISD – Construction Services; Robert Berrera, Rice & Gardner Consultant, Inc.; Jim Rice, Rice & Gardner Consultant, Inc.; Kedrick Wright, HISD – Facilities Planning; Sue Robertson, HISD – Facilities Planning; LaJuan A. Harris, HISD-Facilities Planning

PURPOSE: The purposes of this meeting were to discuss the status of the 2007 Bond work and establish the 2012 Bond Guiding Principles for Waltrip High School. These principles will be used to “test” the decisions that are made throughout the design process.

AGENDA ITEMS:

- Update of 2007 Bond Work
- Developing Guiding Principles
- Discuss Waltrip Capacity Model
- Discuss Waltrip Space Requirements
- What to expect next PAT meeting

NOTES:

1. 2007 Bond
 - a. Restroom work is still being completed.
 - b. Technology department walked the school and determined that rooms are ready for interactive whiteboard installation. Eight or nine boards had not yet been mounted.
 - c. Cabling controllers are being installed.
 - d. Burglar alarm cabling is close to being complete. Devices are scheduled to be installed in the next week or two.
 - e. Book shelving is being installed starting this week.
 - f. Portable demonstration fume hoods for 2 second floor science laboratories have been ordered and are scheduled to arrive prior to school opening. The fume hoods contain filters that treat the exhaust. Permanent hoods are located in the existing science laboratories.
2. Creating Guiding Principles
 - a. PAT members were asked ‘What does learning look like in the 21st Century?’. Responses were as follows:
 - i. Students and faculty will be using more E-books.
 - ii. Web CT will utilize the whiteboard to upload course work.?
 - iii. There will be an increase in the amount of technology.
 - iv. The teaching will be the same solid teaching that has advanced students for years but with the use of technology.
 - v. Students will still need to be engaged in a classroom setting. Some students do not excel with online courses. Students still get bored from time to time.

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- b. Why do Guiding Principles matter?
 - i. The planning process is to focus on the educational vision for the school. From this information we develop the capacity model and the site specific specifications. The Guiding Principles will be used by the PAT as a reminder of priorities as they are asked to make decisions during the design process
- c. Students and alumni were asked what they would like for their school. Areas of concern included the following items:
 - i. A state of the art band room which is acoustically sound.
 - ii. Nice lockers where needed in the building, whether for instruments, books or P.E. clothing.
 - iii. Health and safety of students from intruding animal populations.
 - iv. A nice dance floor for dance classes.
 - v. An auditorium that meets code requirements and that contains stage lighting for performances by students. The Drama and Choral departments have produced performers such as Patrick Swayze in the past and should produce more like him and others in the future.
 - vi. State of the art science laboratories should be a standard for the school.
 - vii. The student locker rooms need to accommodate visiting sports teams.
 - viii. Additional storage space is needed.
 - ix. Front office should be centralized and inviting to the parents, teachers and the public.
 - x. Kitchen and seating areas are too small. Waltrip uses two lunch periods. A separate eating area or separate areas other than the hallway is required for those utilizing concessions. More outdoor space would be nice for sitting and eating.
- d. Culinary Arts will not be a part of the CTE program. CTE programs in the future include:
 - i. Health Science
 - ii. Automotive Technology
 - iii. Engineering
 - iv. Robotics
- e. America Believe is a program that will be housed in the existing construction area. A meeting will be held on July 9, 2013 to discuss.

3. Questions / Comments

- a. The Guiding Principles are already in place from the 2007 Bond. The completed principles will be reviewed at the next meeting. The main idea behind the Waltrip High School Guiding Principles is that Waltrip should be the crown jewel of HISD once again in the areas of academics, music, learning centers, etc. Waltrip should inspire the students through the knowledge of the rich history of the school.
- b. The PAT would like more accountability for the 2007 Bond work in terms of funding and scope of work. It was agreed that this information will be prepared and presented at the next meeting.
- c. The PAT is looking for a commitment from the 2012 Bond team that the community will be kept informed, and that advance notice of meetings will be issued with the proposed agenda. Sue Robertson agreed that the community will be kept informed.

Next steps

- a. Review Waltrip's Guiding Principles
- b. Review 2007 Bond scope, budget and sequencing
- c. Review 2012 budget and scope

ACTION ITEMS:

- 1-01 Review Guiding Principles. (PAT)
- 1-02 Prepare a presentation on the status of 2007 Bond work and funding (Gensler, HISD)

NEXT MEETING: July 29, 2013 4:30 p.m.

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

Sincerely,

LaJuan A. Harris, PMP
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