



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

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**Facilities Planning**

**Project Advisory Team Meeting Minutes**

**Booker T. Washington High School**

**MEETING NO.:** 009

**LOCATION:** Booker T. Washington High School

**DATE / TIME:** December 10, 2013, 4:00 pm

**ATTENDEES:** LaShonda Bilbo-Ervin, Principal; Barbara J. Pierce, Parent; Ryan Cozad, Teacher; Martin Lavergne, Parent; Lorraine Gibbs, SDMC; Noe Resendiz, Student; Sue Robertson, HISD-Facility Planning; Princess Jenkins, HISD-Facility Planning; Amanda Goodie, RPH/Kwame Building Group; Jim Hepburn, FH/HP; Ed Schmidt, FH/HP; Bob Myers, HISD Facilities Design; Licia Green, FHHP; Kim Jones, One World Strategy Group; Lamar Johnson, NRJOTC Instructor

**PURPOSE:** The purpose of this meeting was to focus on the review of the front elevation designs for Booker T. Washington High School.

**AGENDA ITEMS:**

- Design Update
- Front Elevation
- What to Expect at the next Project Advisory Team Meeting

**NOTES:**

**Discussion:**

1. Exterior Structure model was presented to the PAT (Mast Structure at the front of School).
2. Principal Bilbo-Ervin requested that additional options for the Exterior Structure be provided to the PAT.
3. Concerns were raised about how the community representatives share information to the community especially those whose homes have been purchased by the District. There is a high level of expectation and it needs to resonate with the community. HISD needs to be able to define the design in layman's terms for the community.
4. Several PAT members expressed that the front entrance needed to be a more traditional symbol representing engineering and should keep the integrity of the community in mind. The proposed elevation looks too modern.
5. Material options of masonry, aluminum and glass were presented to PAT. The PAT was able to see and touch some examples of these options.
6. It was recommended that the PAT take a field trip the first week of January 2014 to visit existing structures that use the materials that are being recommended as well as to see structures similar to the Front Mast structure that is being presented (similar structures at Denver Airport and Cynthia Woods Pavilion).
7. A PAT Member asked about the possibility of changing the color and texture of the masonry.
8. A PAT Member asked about the signage for the school. Signage will be affixed or applied to the building.
9. Principal Bilbo-Ervin shared information about the PAT members who will represent the PAT on a site visit to Seattle, Washington – January 21<sup>st</sup> - 23<sup>rd</sup>, 2014.
10. Challenges/Issues shared that impact the community include the following:
  - a. Tracts being bought by HISD – has the community been informed about the purchasing process?

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- b. Community needs to see a model of what is being recommended. There needs to be community buy in into what the PAT supports.
- c. More information on the proposed design needs to be provided to the community.
- d. Community is still very skeptical about HISD and their commitment to the Booker T. Washington Community.
- e. The Magnet Program issue is still a challenge.

**Question and Answers:**

1. What is the dimension of the Mast at the entry?
  - a. The Mast is 50 Feet at the highest point, and ranges from 50 feet to 30 feet wide.
2. What does the Mast actually look like?
  - a. The PAT was shown pictures of the Las Vegas Metro Terminal and the Denver Airport for a visual representation.
3. What is the canopy material made of?
  - a. The canopy is made of a Teflon coated fabric that has a 30 year warranty.
4. What is the maintenance of the product?
  - a. The canopy will be very low maintenance and will be able to withstand the elements.
5. How does the school fit into the traditional neighborhood?
  - a. The Architect stated that the surrounding neighborhood is not necessarily traditional; the current school is located in an area that is very industrial.

**What to Expect Next PAT Meeting:**

1. The Architect will bring updated options of the front mast structure and continue presenting elevations.

**ACTION ITEMS:**

- 2-001 Send list of addresses for Field Trip to PAT to see materials on buildings (PAT)
- 2-002 Send Images of Structures to PAT (Architect/Program Manager)

**NEXT MEETING:** January 14, 2014 4:00pm.

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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