



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Energy Institute High School

MEETING #: 3

LOCATION: Energy Institute High School

DATE / TIME: October 2, 2014, 3:00 PM

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Lori	Principal	<input type="checkbox"/>	Amber Farias	Student
<input type="checkbox"/>	Jenna Moon	Magnet Coord.	<input checked="" type="checkbox"/>	Rene Flores	Stem Spec
<input type="checkbox"/>	John Hansen	PLTW	<input checked="" type="checkbox"/>	Avin Pasalar	Student
<input type="checkbox"/>	Teresa Maltbia	PTSA	<input type="checkbox"/>	Richard Tesson	Parent
<input type="checkbox"/>	Shanel Martin	Teacher	<input checked="" type="checkbox"/>	LaJuan Harris	HISD
<input checked="" type="checkbox"/>	Timothy Chung	Student	<input type="checkbox"/>	Clay Clayton	HISD
<input checked="" type="checkbox"/>	Valencia Dutton	Teacher	<input checked="" type="checkbox"/>	Nestor Martinez	HISD
<input checked="" type="checkbox"/>	Jim Jelliffe	VLK (Architect)	<input type="checkbox"/>	Todd Lien	VLK (Architect)
<input checked="" type="checkbox"/>	Ken Hutchens	VLK (Architect)	<input type="checkbox"/>	Tim Kunz	VLK (Architect)
<input checked="" type="checkbox"/>	Kedrick Wright	HISD	<input checked="" type="checkbox"/>	Garrett Wentrcek	Anslow Bryant (CMAR)
<input checked="" type="checkbox"/>	Mark Shaw	Anslow Bryant (CMAR)	<input checked="" type="checkbox"/>	Raul Alanis	Teacher
<input type="checkbox"/>	Timothy Chung	Student	<input checked="" type="checkbox"/>	Shawn Attar	Student
<input checked="" type="checkbox"/>	Robert Hooks	Student	<input checked="" type="checkbox"/>	Nataly Escamilla	Student
<input checked="" type="checkbox"/>	Spencer Mathis	Teacher	<input checked="" type="checkbox"/>	Anne Papakonstantinou	Teacher
<input checked="" type="checkbox"/>	Lauren Garcia	Dean	<input checked="" type="checkbox"/>	Marlo Diosomito	Teacher

PURPOSE: Discussion will focus on the design of the administration areas and the assignment of pathways to the various neighborhoods.

AGENDA:

- Review updated floor plan.
- Review Administrative Suite Options.
- Review Decentralized Administration Suites.
- Pathway assignments to each neighborhood.
- Upcoming Community Meeting.
- What to expect at the next PAT Meeting.



DISCUSSION:

1. James Jelliffe, VLK Architects reviewed updates to the overall floor plans of the project.
2. Mr. Jelliffe presented two (2) different options for the main Administration Suite. One option has the Clinic towards the front of the suite and one option has the clinic located towards the rear of the suite. The option with the Clinic towards the rear of the suite was preferred.
 - a. Ms. Lambropoulos suggested the Architects look at alternative locations for the Principal's office, and conference room, as well as the Registrar, Attendance, Security, and Itinerant offices.
 - b. The administrators expressed the desire for a great deal of transparency into and out of the Administration Suite.
3. There was considerable discussion about the decentralized administration suite.
 - a. The administrative suite housed in Building 'A' is to have the following:
 - i. Receptionist space
 - ii. Two Dean's offices
 - iii. Two conference rooms
 - iv. One Magnet Coordinator's office
 - v. One Special Education office
 - b. Building 'B' is to have two decentralized administration areas. One area on the 1st floor and one area on the 2nd floor. The 1st floor area will contain the following:
 - i. Receptionist space
 - ii. One Dean's office
 - iii. One conference room
 - iv. Office for the STEM Coordinator
 - v. One office (assignment to be determined later)
 - c. The 2nd floor area in Building 'B' will contain a Dean's office and conference room.
4. A 100 SF office for the IT Specialist needs to be provided adjacent to Computer Services B136. The architect will revise to plan to show this office.
5. Pathway neighborhood assignments were discussed with the following being agreed:
 - a. Building 'A' South: 9th Grade
 - b. Building 'A' North: Off Shore
 - c. Building 'B' South: Geoscience (two story neighborhood)
 - d. Building 'B' North: Alternative Energy
6. Mr. Jelliffe suggested that the Teacher Work Centers in the two story neighborhoods be split between the two floors with a 500 SF work center being provided on each floor for each neighborhood. It was decided that the architect should move forward with this suggestion.
7. There was a brief discussion about the Community Meeting to be held on October 21, 2014 at 6:30PM in the cafeteria of EIHS. The architect will prepare a Power Point presentation and submit it to HISD one week prior to the Community Meeting for comment.



ACTION ITEMS:

4-1 Review the comments noted above and revise the design accordingly (VLK)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Begin detailed discussions about the design of the various neighborhoods.

NEXT PAT MEETING: Thursday, November 6, 2014 3:00 PM

Please review the meeting minutes and submit any changes or corrections to the author.

After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Nestor Martinez

Sr. Project Manager

HISD – Construction & Facility Services

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