



Project Advisory Team Meeting Minutes
Lee High School

MEETING: 009-14

LOCATION: Lee High School

DATE / TIME: May 22, 2014, 3:30 PM

ATTENDEES: Melanie Hauser, Lee HS Alumni/ Community Member; Gilbert Sosa, Student LHS; Adrian Corona, JROTC; Sonni Pyles, Lee HS AP; LaJuan A. Harris, HISD-Facilities Planning; Bob Myers, HISD - Design; Gregg Kalba, WHR Architects; Tony Martin, WHR Architects; Andrea Salazar, WHR Architects; Steven Redmond, HISD – Program Manager (URS)

PURPOSE: Review the progress on Design Development.

AGENDA ITEMS:

- Follow-up on the Action Items from the last meeting
- Report on the Focus Group Meetings held May 13, 2014
- Updated plan development

NOTES:

1. The Project received District approval of the Schematic Design Package on May 12, 2014. The Design Team has been authorized to start Design Development.
2. Gregg Kalba, WHR Architects, introduced Andrea Salazar, an intern from WHR, and a new team member as we proceed with Design Development.
3. Gregg Kalba updated the PAT on the development of the overall plan in response to the Action Items from past meetings:
 - a. Career/Technical Spaces have been identified and located on the plans. CTE Law, CAD Design, Visual Arts, Photography and Fire/EMT class/labs make up the first floor core. Technology/GIS, Digital Media, Computer Repair and Storage make up the second floor core.
 - b. The Construction and Welding CTE spaces will remain in their present location and health safety and power concerns will be addressed in the scope of the bond project.
 - c. The Welding CTE program has requested a covered walkway to connect the new campus facility with the Construction/Welding Lab facility on campus. Rain days

require the program to move to the Gymnasium for classroom activity, losing teaching hours in the shop. Concern was noted regarding the cost of the walkway and the current budget. The walkway will be developed as an alternate and bid with the rest of the project.

- d. ROTC has moved to the athletics neighborhood, allowing access to locker/shower rooms as well as creating a formal courtyard that may be used for drill exercises. The District has determined that the ROTC program identified in the Ed Specs is the minimum required for each ROTC location. Should more space be needed, it is up to each campus to determine those needs along with the remaining program requirements.
 - e. The Baylor Teen Clinic has been repositioned adjacent to the Health Clinic and Childcare facilities in the CTE neighborhood in the southern area of the first floor.
 - f. Restrooms have been repositioned to a location adjacent to the Dining Commons as well as the neighborhoods.
 - g. Teacher workstations are now shown enclosed in the neighborhoods. Natural light will be provided by "borrowing" light from adjacent areas. Glazing locations will be determined on privacy and natural lighting requirements.
 - h. Coach's offices have been moved to a more central location in the Athletic Neighborhood allowing direct views into the locker rooms.
- 4. The Community Room has been located adjacent to the school's front entry. Discussion followed regarding adjacency to restroom facilities and the ability to secure the educational section of the facility while public uses of the facility are in use. The general feeling of the group was that the community room would be better situated in the Auditorium / Gym neighborhood.
 - 5. A reminder that the summer schedule for PAT Meetings was determined at the last meeting, and those dates are:
 - a. June 19th, at 3:30 PM
 - b. July 10th, at 3:30 PM
 - c. August 7th, at 3:30 PM
 - 6. The Design Team requested follow-up meetings with certain Focus Groups that they met with on May 13th. Follow on questions are to be prepared by the Design Team and forwarded to Alfiee Herron, Lee HS AP, for distribution. Meetings may also be scheduled with those faculty who are teaching summer session
 - 7. LaJuan Harris, HISD Facility Planner, requested formal response or questions regarding the Education Specifications be forwarded to her as she finalizes the document for presentation and approval by this body.
 - 8. In response to the comments from the last meeting, WHR presented additional solutions for the front entry that incorporate seating and simple materials and identification. The solution was well received and comments centered on seating capacity, shading and that this drop-off canopy solution not be fenced in as is the case with the existing entry to the campus.
 - 9. Based on comments received at the last meeting, WHR offered the resolution for a second floor exit stair from the "Hillcroft" neighborhood to the Skyline Drive frontage on

the south side of campus. In an emergency, the stair will lead to a walkway giving students access to the gathering areas in the athletic fields to the east.

ACTION ITEMS:

- 11-01 Program Team will address the locations of the CTE programs to specific spaces in the new building. (HISD; URS; WHR) **RESOLVED**
- 11-02 Program Manager to confirm budget provisions for Health and Life Safety concerns in the Welding / Construction shop facility (URS) **RESOLVED**
- 11-03 Architect will respond to the desire for fixed seating in the Auditorium. (WHR)
- 13-01 Focus Group Meetings will be set up for the Design Team to meet with faculty (LHS) **RESOLVED**
- 13-02 Architect will respond to comments on alternatives for 1) fencing; 2) front entry and 3) exit stair from "Hillcroft" neighborhood. **RESOLVED**
- 14-01 Architect to prepare questions for follow-up of the Focus Groups (Science and Athletics)
- 14-02 Architect will prepare questions, comments or suggestions on the Education Specifications and forward to Ms. Harris.

NEXT MEETING:

The next meeting will be on June 19, 2014 @ 3:30 PM and the Architects will present refinements of the design.

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

Sincerely,

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