



Project Advisory Team Meeting Minutes

Lee High School

MEETING: 15

LOCATION: Lee High School

DATE / TIME: June 26, 2014, 1:30 PM

ATTENDEES: Jonathan Trinh, Lee HS Principal; Dawn Dunn, YMCA/Childcare; Melanie Hauser, Lee HS Alumni/ Community Member; Alfiee Herron, Lee HS AP; Michelle Wagner, Lee HS ELA Instructional Specialist; LaJuan A. Harris, HISD-Facilities Planning; Bob Myers, HISD - Design; Brent Oldbury, WHR Architects; Tony Martin, WHR Architects; Andrea Salazar, WHR Architects; Steven Redmond, HISD – Program Manager (URS)

PURPOSE: Review progress of the Design Development submittal.

AGENDA ITEMS:

- Introductions – New Principal
- Updated plan development – Science Labs & Athletics

NOTES:

1. Tony Martin, WHR Architects, updated the PAT on the development of the overall plan in response to the Action Items from past meetings:
 - a. Science Labs/Flex Labs: sized for 28 students – flexible seating options presented and layouts presented.
 - i. Principal Trinh suggested a hybrid station that could be moved out of the way to allow multiple configurations in the room. The Architect will look into it and inform the group.
 - ii. VCT flooring should be used in the labs.
 - b. Athletics: No competitions are held at the school. All fields are for practice and PE classes. Competitions are held at District facilities.
 - i. The Soccer Coach has provided a list of concerns and needs for his program. The architects will review and identify on plans as either an add/alternate or as a future facility. The items requested are:

- (1) Lighting for the fields for late afternoon games in the winter
 - (2) Bleachers on both sides of the field
 - (3) Concession stand for sale of prepared foods (no cooking)
 - (4) Restrooms (or easy access to restrooms)
- ii. Gymnasium spaces and the location of Locker Rooms and Coaches' Offices were discussed.
- (1) HISD's standard is to have separate locker rooms for PE and athletic sports. The separate rooms would allow a visiting team to use one area while the home team could use the other. Principal Trinh favored this organization.
 - (2) Principal Trinh mentioned his visit to Seattle, Washington where one of the sites visited had a gym that was located on two levels. He shared that stacking the gyms at Lee in a similar manner would allow the entire student body to meet in one place. During the planning phase the PAT discussed having a space to seat the entire student body but it was determined that this was not advised. Therefore, the Educational Specifications were developed with bleacher seating for 1,000 students. It should be noted that if it is decided that additional seating is needed, that portable seats could be used on the gymnasium floor for a special event. It was noted that the design is near the construction document phase therefore major changes to the project cannot be made.
- iii. Training Room: Lee High School does not have a Trainer currently on staff. Those resources are provided for at the district wide facilities. The Training Room will be set up as a storage facility for the present, with the plumbing and utility needs provided in stubbed-out locations. A floor drain, ice machine connections, and a floor sink will be provided.
- c. The swimming pool as planned is a practice facility with six lanes, spectator bleachers as well as instructional space. Operable roll-up doors provide natural ventilation. Spring boards will be provided at the 12 foot deep end of the pool.
- i. A question was raised regarding whether the Health Department licensed or permits the pool construction? The Architect will investigate and report back.
 - ii. The PAT discussed the need for an additional layer of fencing to secure the pool area from students not assigned to a swimming class. As an alternative it was suggested that two independent door systems could be provided on one of the large openings; one for security (solid) and one for ventilation (grille). The Architect will review and provide a recommendation.
2. Auditorium: The design team is using UIL standards for hosting one act plays as the basis of design. The Principal stated the priority is for hosting a UIL event first over designing for flexible space. The Architect will prepare studies for the use and configuration for review with facilities staff and report back.
3. CTE spaces for Construction and Welding were discussed. Principal Trinh noted his desire to have the spaces integrated and located in the new facility rather than in the current building across Unity. The Principal expressed concerns regarding the security of a remote location along with budget concerns that will result from providing an Assistant Principal and security personnel at the remote location. It was noted that the existing space host two of

the premier certificate programs in the City and currently occupy 14,000 square feet of space. If the CTE program is relocated to the new facility the available space is approximately 5,000 net square feet. There are also issues with air quality and ventilation requirements for the welding operation that are already provided for in the existing structure but have not been accounted for in the current cost estimate. The Program Manager has prepared a study that estimates that it would cost just under \$1 million to disassemble the existing structure and reassemble it in two parts closer to the main building.

- a. The Program Manager will review the issue with the Construction and Facilities Services General Managers for Design and Planning, The Principal will review his concerns with the Chief School Support Officer. Further discussions will be scheduled.
4. Mechanical service spaces located behind the Kitchen can only be accessed from the exterior. The architect indicated the space shown would be reduced since most of the mechanical equipment is now planned to be housed on the roof.
 - a. The Principal indicated he would like to utilize any extra space for storage now and later have the space renovated for a future automotive program. The space should be accessible from the main building. The architects are to revise the area to have direct access from the main building. PAT will review any potential available space once the mechanical equipment requirements are finalized.
5. JROTC instructors were concerned that not enough space had been allocated for the program. It was noted that HISD's recommendation is only a minimum requirement. Each school can elect to increase the space footages allocated to the program. The architects indicated that with the reduction in size of the mechanical room extra space could be allocated to the JROTC program. Architects will review and provide a recommendation at the next PAT meeting.
6. A reminder that the summer schedule for PAT Meetings was determined at the last meeting, and those dates are:
 - a. July 10th, at 1:30 PM (STAAR Testing)
 - b. August 7th, at 3:30 PM

ACTION ITEMS:

- 11-03 Provide recommendations for Auditorium seating. (WHR)
- 13-02 Architect will respond to comments on alternatives for 1) fencing; 2) front entry and 3) exit stair from "Hillcroft" neighborhood. **RESOLVED**
- 14-02 Provide questions, comments or suggestions for updating the Education Specifications and forward to Ms. Harris. (WHR)
- 15-01 Architect will respond with alternatives for Science Demonstration Tables (WHR)
- 15-02 Architect will provide add alternates for the field lighting (Soccer), seating, restrooms and snack bar / concession stand on the drawings. (WHR)
- 15-03 Architect will review safety fencing at the pool perimeter. (WHR)
- 15-04 Program Manager will review options to programmatically move the Construction and Welding Programs at their current area inside the new facility. (URS)
- 15-05 Architect to provide direct access from the mechanical support spaces behind the Dining Facility to the main school structure without going outside. (WHR)

15-06 Architects will provide alternatives for the JROTC program that will allow for a Shooting Range as well as classroom space. (WHR)

NEXT MEETING:

The next meeting will be on July 10, 2014 @ 1:30 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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