



Project Transition Meeting Minutes

Sterling High School

MEETING NO.: 009

LOCATION: Sterling High School

DATE / TIME: January 16, 2014, 9:00 am

ATTENDEES: Ashlea Hogancamp, SHW Group – Design Team; Jonathan Fountain – Design Team; Christian Owens, SHW Group – Design Team; Scotty Denney, SHW Group – Design Team; Troi Taylor, HISD; Sofia D'arcy-Library Services; Craig R Johnson, Sr, HISD – DADS for Education; Rev. A.L. Hickman, Sr., HISD – N.C.C.F.; Harvey Dumas- Aviation Institute Maint.; Shone Dobbs – Sterling Student; Ebony Kelly – Sterling Student; Norris Groves – PAT/Alumni; Shane Kenney – Sterling; Marvin Smith III – Sterling; Joshua Harris – Student /ROTC Off.

PURPOSE: The meeting discussion included the progress update regarding the Design Development and discussion of the CTE Programs, including Aviation and Auto Technology for the new school.

AGENDA ITEMS:

- Provide update on the current status of the project
 - ❖ Briefly explain current efforts to achieve project budget for Sterling HS
- Discuss the Aviation spaces in the design:
 - ❖ CTE – Aviation – Airframe
 - ❖ CTE – Aviation – Power Plant
 - ❖ CTE – Aviation – Operations
 - ❖ Auto-Technology
- What to Expect at the next PAT Meeting

NOTES:

Discussion

Subject: Project Advisory Team (PAT) Meeting

1. Troi Taylor with HISD opened the meeting and updated the PAT on the current status of the project. He explained that the Schematic Design was submitted and is currently under review with HISD to confirm program and budget compliance.
2. Troi explained to the PAT that the project is currently in Design Development.
3. SHW shared a List of Questions regarding the Aviation program, building design and details within the HISD Education Specifications. (See attached to be distributed to the campus & Aviation Teachers).
4. General – Aviation:
 - a. No special weather detecting equipment or radar equipment will be needed at the school to support the aviation program.

- b. There will be chemicals stored and/or used in the new school. The Campus is to send a list and quantity of chemicals.
 - c. The school will need to have hand wash sinks in most CTE Classrooms for removal of epoxy, glues, etc.
 - d. Campus requested a "Dyno Room" to start & test engines ("quiet room").
 - i. This space was not included in program and will have to be approved by HISD, if added to the program.
 - ii. Campus decided this was not absolutely necessary, but desired.
 - e. Michigan Institute of Technology (MIT) is being reviewed for what they have in program and how they achieved their certificate from the Federal Aviation Administration (FAA).
 - f. District will need to approve whether the MIT program is brought to Sterling.
 - i. Teacher to discuss with Mr. Mitchell how to integrate the FAA and the schools requirements.
 - ii. Campus / HISD to send requirements of MIT program to compare with the design and HISD Ed Specs.
 - iii. Need to have an FAA representative or FAA guidelines available at the next meeting to discuss the aviation program and design.
 - g. The existing flight lab has 2 Red Bird Simulators.
 - h. Will need to discuss power requirements for these spaces, at a meeting TBD.
 - i. Equipment List to be provided by Campus to HISD / SHW for aviation program specifics.
 - i. To send exact size of simulators.
 - 1. 15' x 15' footprint is assumed for simulator.
 - 2. Fits within a 9' ceiling is an 8' tall simulator.
5. Site - for Aviation:
- a. Model airplanes flown on site currently, and will be flown in the future.
 - b. The Campus / HISD needs to determine any off-site storage or exterior storage requirement.
 - c. The Campus to determine hangar exterior requirement, for example the truck access, etc. SHW will ensure dumpster and truck access at the service / hangar entry.
 - d. Turbine Engines "testing" could run outside of building 30' away and won't create too much noise.
 - i. SHW to review if the site plan will accommodate a dedicated space for aviation "testing" at this distance from building. It may need to occur within planned parking spaces, coned off for the event.
 - e. Need an anchor in the concrete to tie down the engines outside.
 - i. Aviation (campus) to send an example of what this anchor needs to be.
 - f. Campus prefers to have the testing area covered with safety rails to barricade the space. (Example given by campus was plastic rails or yellow tape to prevent people from entering the area.)
 - g. Provide vehicular gate at the western end of the hangar space / service area, to prevent pedestrian access / parking.
6. Simulator Room:
- a. Request for the simulator room to have full glass at the front of the building.
 - b. More hands on activities.
 - c. Flat surfaces for building model wings, etc. (More of an Art Studio)
 - i. Not just desks as in a typical classroom space.
 - d. Will need marker board, tackable surface, projector, etc.
 - e. In current classroom, students cut wood, sand and have computers in same room. This is not ideal.
 - f. In Simulator Room, doesn't need a storage room, but maybe some casework.
7. Hangar:
- a. SHW explained the hangar and the adjacent spaces surrounding the hangar.

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- b. Hangar will need a hand sink that has a chemical trapment.
 - c. Hangar and Welding will be more of a 'dirty lab' for building, etc.
 - d. Hangar will also have (1) 'truck' auto tech bay for their diesel program.
 - i. The diesel program is new due to a truck donation to the school from local business.
 - e. Aviation Program (Campus) to send size of planes and equipment to be brought into the hangar.
 - i. What type of plane will be the best to teach over?
 - 1. Suggestion by Campus for the "ideal plane" to demonstrate with: Cessna 414 which has a 44' wing span, 36' length, 11'-6" height and 6,750 lb. gross weight (per Wikipedia – TBC by campus).
 - a. SHW explained that the hangar opening may not accommodate a plan wing span of this size in its entirety.
 - 2. Campus stated a likely plane to demonstrate with: Cessna 310 which has a 35' maximum wing span, 27' length, 10'-6" height (per Wikipedia – TBC by campus).
 - 3. The campus thinks they'll want only 1 plane in hangar at once.
 - a. SHW stated that with the additional Diesel bay (added to the program afterwards) included in the Hangar
 - ii. Want to instruct "how to do an inspection" so it makes sense to have a full plane in the hangar.
 - iii. Provide support for the possibility of suspending a plane for display / decorative purposes only.
 - iv. Don't need an overhead track or lift at the Hangar for planes or equipment with Aviation program.
 - f. The hangar opening is currently 45' +/- wide clear with 80'+/- width inside of the hangar.
 - g. The Campus / HISD confirmed that aircraft / jet engines will not be started within the hangar / building.
8. Operations: Futures Academy / Logistics:
 - a. More of a typical 'classroom' space.
 - b. To have an interactive white board, standard in each classroom.
9. Auto Technology:
 - a. Trucking International is donating a semi-tractor to the school.
 - i. This bay will be accommodated at the Hangar.
 - b. Mr. Chilo to send exact specs of truck.
 - c. Will need exhaust above the drive-up lift.
 - d. The truck will have regular exhaust, so sound shouldn't be an issue.
 - e. Need drainage for oil and antifreeze (above ground) OR recessed in the slab that does not go into the sanitary or storm.
 - i. San Jacinto photos is what is preferred, to have a container visible, 6" off of concrete.
 - ii. All waste fluids will be disposed of by a 3rd party vendor.
 - iii. Campus to send information for what is preferred for disposals.
 - f. The Campus plans to get a second teacher for AutoTech.
 - g. Demonstrations will be at each bay.
 - h. Cut away modules (vehicles from district, etc.) needed for demonstrations and will be stationary.
 - i. Teacher will remove tires and store them, and leave vehicle for student inspection / use.
 - ii. Cut away makes sense to be at western bay of auto tech with lift.
 - 1. Hydraulic Lift specifications to be sent by Teacher.
 - 2. Car will be lifted 6' off floor and will require 8' above – for a total of 14 – 15' minimum.
 - 3. Currently have approximately 12' clearance.

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- iii. Second bay is a working area with a tire lift (stationary lift) which will lift vehicle a few inches off ground to remove tires, etc.
 - 1. Do not currently have equipment but will need.
 - 2. Does not need to be recessed in slab.
 - 3. Teacher to send example and specifications of lift.
 - iv. Need (2) lifts total for Auto Tech program – 1 for diesel and 1 hydraulic lift in auto tech.
 - i. Door from AutoTech to Hangar needs to be 6'-0" wide clear (with removable mullion) and standard height.
 - j. Teacher prefers a sealed concrete floor for the AutoTech and Hangar.
 - k. Teacher to send specification of Lift (width, height, attachment, vibration, weight, etc.).
10. Welding Lab:
- a. Needs a 'typical' space for a standard welding lab.
 - b. Need 2'x2' section on standard welding tables.
 - c. District states that 14 welding booths will be provided at Sterling.
 - i. Campus or HISD to send to SHW specifications for type of booth to be provided.
 - ii. 14 welding booths, with 2 kids per booth for a total of 28 students supported.
 - d. Building to have proper ventilation for welding.
 - e. Students will need approximately 30 hours of welding experience for FAA certification.
 - f. Storage for oxygen and acetylene tanks needs to be separate from one another.
 - i. Storage needs to be centralized, stacked and not movable to stations.
 - ii. Need lines from storage to the booths with drop downs.
 - iii. Prefers having it located at the exterior (immediately adjacent to building if code allows).
 - g. Storage for steel is needed.
 - i. Teacher to send size and quantities of steel to be stored.
 - h. Will need 'hot permits' from City of Houston to use welding machines.
 - i. If aluminum welding is needed, due to expense, will send students to another location to weld aluminum.
11. Aviation Learning Center (Electrical / HVAC):
- a. This is specific to the Aviation Program and the trade.
 - b. Teacher to send a list of equipment needed within this Electrical / HVAC room.
 - c. Controlled and regulated by FAA with guidelines / requirements.
 - i. Campus / HISD to send FAA requirements for this space to SHW.
12. Aviation Learning Center (Engines):
- a. Need double doors from Hangar to adjacent classrooms, standard height door with removable center mullion.
 - b. Static Cutaway (Engine on a cart) will be approximately 3'-0" wide, so double doors (with removable mullion), standard height will suffice.
 - c. Need double doors to the corridor to access the Logistics classrooms in the northwest area of building.
 - d. The FAA dictates the size of the classroom and quantity of students for the certification of students. HISD / Campus to send requirements to SHW to compare to the HISD Ed Specs and design.
 - i. May have operational / staffing implications if exceeds over 25 students in a classroom. Will require an additional teacher / assistant.

What to Expect at Next Meeting

1. The objective will be to review the Design Development progress to date and prepare for the second Community Meeting – date to be determined.

ACTION ITEMS:

- 9-01 The Campus is to send a list of types and quantity of chemicals to be used & stored on site and within the building.
- 9-02 Teacher to discuss with Mr. Mitchell how to integrate FAA and campuses requirements.
- 9-03 Campus / HISD to send requirements of MIT (Michigan Institute of Aviation Technology) program to compare with the current design per the HISD Ed Specs.
- 9-04 Equipment List to be provided by Campus to HISD / SHW for all aviation program spaces and specifics.
- 9-05 Campus to send the exact size & quantity of the flight simulators for the new building.
- 9-06 Aviation (campus) to send an example of what this anchor needs to be at the exterior 'testing' area.
- 9-07 Aviation Program (Campus) to send size of planes and equipment to be brought into the hangar to ensure appropriate hangar door opening widths and heights.
- 9-08 Mr. Chilo (AutoTech) to send exact specs of diesel truck to be worked on, lift to be used, and specifics for the program.
- 9-09 Campus to send information for what is preferred for AutoTech oil and antifreeze disposals. (Recessed versus above ground.)
- 9-10 Hydraulic Lift specifications to be sent by Auto Tech Teacher.
- 9-11 Teacher to send example and specifications of lift.
- 9-12 Campus / HISD to send to SHW the specifications for the exact type of welding booth to be provided, in order to layout the Welding Classroom appropriately.
- 9-13 Teacher to send size and quantities of steel to be stored on site.
- 9-14 Teacher to send a list of equipment needed within the Electrical / HVAC room.
- 9-15 Campus / HISD to send FAA requirements for Electrical / HVAC room to SHW, if any.
- 9-16 HISD / Campus to send requirements to SHW to compare to the design of the Engines Classroom per the HISD Ed Specs.

NEXT PAT MEETING: Thursday, February 20, 2014 at 9:00am

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

Sincerely,

Troi Taylor
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