



Project Transition Meeting Minutes

Sterling High School

MEETING NO.: 011

LOCATION: Sterling High School

DATE / TIME: March 27, 2014, 9:00 am

ATTENDEES: Ashlea Hogancamp, SHW Group – Design Team; Steve Parker, SHW Group – Design Team; David Funk, HISD – Planning; Kedrick Wright, HISD – Design; Marvin Stone, HISD/Heery – Program Management; Troi Taylor, HISD/Heery – Program Management; Dale Mitchell, Sterling HS – Principal; Rich Whiteside, MIAT; Joshua Harris, JROTC; Dominic Monita, JROTC; John Chilo, Sterling HS; Rev. A.L. Hickman, HISD N.C.C.F.; Antoinette Smith, Sterling HS; Norris Groves, Sterling PAT; Rob Kumar, Int. Trucks-Houston; Chuck Werninger, HISD; Roscoe Edwards, TSU; Bob Bedrich, Cadence McShane,

PURPOSE: The meeting discussions focused on the Aviation Program by Principal Mitchell and MIAT, plus a presentation by Cadence McShane, CMAR.

AGENDA ITEMS:

- Provide update on the current status of the project
- Principal Mitchell will share information regarding recent tours of Aviation Schools and how these ideas & requirements for MIAT (Michigan Institute of Aviation Technology) will be incorporated into the new Sterling HS
- Cadence McShane will provide a presentation on their company including firm history and experience
- Discuss the agenda and timeline for the next Community Meeting
- What to expect at the next PAT Meeting

NOTES:

Discussion

1. Project Update
 - a. Marvin Stone opened the meeting and updated the PAT on the current status of the project. He explained that the Schematic Design was under review with HISD to confirm program and budget compliance. The project team was seeking approval from HISD for Design Development phase to begin. He explained as part of the process, some changes have been made to the design in order to get the project within scope and budget.
 - b. Principal Mitchell questioned how many design phases are within the project and what is within each phase. Marvin explained the generalities of each phase (SD, DD, CD and Construction) to the PAT.
 - c. Marvin informed the PAT the second Community Meeting is scheduled for April 8th.

- d. Marvin introduced Robert Bedrich with Cadence McShane, General Contractor, who provided an overview of the company and their experience to the PAT.
 - e. Other meeting attendees were introduced that were specific to the Aviation discussions, which included a Retired Airline Pilot and Instructor, Richard Whiteside - Director of the MIAT Institute of Technology, Houston program; Chuck Werninger (Printing Admin for HISD) who is a 25-year pilot; and Horace Kenny who is the Aviation Magnet Coordinator at Sterling.
2. Aviation Discussion:
- a. Richard Whiteside of MAIT explained that he has 18 years of experience and that the MIAT Houston program is pending certification from the FAA.
 - b. The MIAT Houston program consists of Energy, Global Logistics and Aviation.
 - c. Principal Mitchell explained that the Sterling HS program will consist of the Aviation, Engineering, and Design pathways.
 - d. Instruction will begin for the Power Plant/Air Science pathway in the spring semester of 2016. Power Plant/Air Science consists of 32 skills, including welding, electrical and building of plane components. The campus is starting the program now in order to get the certification in progress.
 - e. The Hangar needs to be a “functioning classroom”. The goal of the program is for the Hangar to be approximately 7,000 total SF.
 - i. Most functions will occur within the Hangar.
 - ii. Hangar will need space for (25) students to be actively working, including instructions and demonstration. The maximum FAA allowed capacity is for 25 students to 1 teacher.
 - iii. There is not a need for students to sit at desks, but to have ‘work stations’ requiring students to stand around equipment and take notes. Work Stations were described as “task areas” around equipment or demonstration tables where instruction/demonstration would occur to students.
 - f. FAA Part 147 (for FAA Approved Mechanic Schools) lists the skills and instructions for this pathway.
 - g. Richard to send a thumbnail sketch to Principal Mitchell of the program outline. This is to then be forwarded to SHW/HISD.
 - h. The program is a 4-year process which is currently getting started.
 - i. MIAT is to host their program at Sterling HS.
 - j. There is a desire to reach out to Community members to offer classes after hours.
 - i. This could apply to the joint use of facilities for the LEED Credit. HISD to confirm acceptance.
 - ii. This could offset the cost of the program by the required adult tuition.
 - k. Adults would start with the Air Science course, which would match what the students begin in the Junior/Senior year, and would be a 2-year course. This needs to be confirmed with the FAA.
 - l. This adult program could be a “parent outreach” program to get them engaged with the opportunities available at Sterling HS.
 - m. It is likely that a turbine engine will be brought to the site for demonstration purposes for the students and will be used outside only. SHW expressed that engines cannot be run inside of the building, and the acoustics would be an issue for these types of activities. It was discussed that this would need to occur after school hours and as

- far from the new building as possible to avoid interruption of other classroom activities.
- n. The Air Frame program won't begin for another 2-3 years. A plane is needed for this program.
 - o. The Power Plant program will be the first one started of the 3 pathways. A plane is also needed for this program.
3. Cadence McShane Company Presentation:
- a. Bob Bedrich gave an overview of Cadence McShane, CMAR for the Sterling project.
 - i. Cadence McShane's offices are located in Dallas, Houston, and Austin.
 - ii. They have a lot of experience with tilt-wall construction with a focus on K-12.
 - iii. They showcased many of their completed projects to highlight their accomplishments and experience.
4. General Discussions:
- a. Principal Mitchell asked when school was scheduled to open. Marvin explained that the schedule is currently under review by HISD and that a meeting will need to be established with the Campus to discuss the schedule when it is finalized.
 - b. HISD explained that construction is anticipated to begin in the 4th Quarter of 2014.
 - c. The PAT questioned whether there would be a ground-breaking ceremony. HISD to confirm if this will occur.
 - d. Principal Mitchell will send critical dates to HISD for the 2014/2015 school year to help with the scheduling confirmation.
 - e. PAT members expressed that they were not receiving notification emails for meetings. Marvin Stone will follow up and insure the distribution list is updated.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

- a. Project Update
- b. Review of Community Meeting #2.

ACTION ITEMS:

- 11-01 Richard to send a thumbnail sketch to Principal Mitchell for Aviation program outline. This is to then be forwarded to SHW / HISD.
- 11-02 HISD is to schedule a meeting with the Campus to discuss the schedule when it is finalized.
- 11-03 HISD to confirm if a ground-breaking ceremony will occur.
- 11-04 Principal Mitchell to send critical dates to HISD for the 2013/2014 school year.
- 11-05 HISD to confirm the PAT distribution list for email notifications.

NEXT MEETINGS SCHEDULED:

- 1. The next PAT Meeting is scheduled for April 17, 2014 @ 9:00am.
- 2. The Community Meeting #2 is scheduled for April 8th at 6:30 pm at Sterling HS.

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

Sincerely,

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