



Meeting Minutes

Jack Yates High School

- MEETING NO.:** 002
- LOCATION:** Jack Yates High School
- DATE / TIME:** June 24, 2013, 12:00 pm
- ATTENDEES:** Maria McNeal-Sheppard, Principal; LaRhonda Washington, Magnet Coordinator; Ray Gatlin, Assistant Principal; Arva Howard, Alumni; Larry Blackmon, Alumni; Renette Brown Lucien, Teacher; A'Lesia Land, Assistant Principal; Sue Robertson, HISD-Facility Planning; Princess Jenkins, HISD-Facility Planning, Kedrick Wright, HISD-Facility Planning
- PURPOSE:** The purpose of this meeting was to focus on establishing the Guiding Principles for Jack Yates High School which will be used to "test" the decisions that are made throughout the design process.

AGENDA ITEMS:

- Introductions
- Creating Guiding Principles
- Begin the discussion about the Capacity Model
- What to expect next Project Advisory Team Meeting

NOTES:

Discussion:

1. Discussion began with the PAT about having a consistent group of people who could meet monthly. The PAT agreed that the 3rd Thursday of every month at 5:00pm will be the regularly scheduled day and time.
2. Planning Process Discussion
 - a. Because many of the members were unable to attend the first meeting, Sue Robertson discussed the process of the planning, design and construction of the new building.
 - b. HISD Facilities Planning will work with Jack Yates High School PAT through the entire project for continuity.
 - c. HISD is currently working on the District Wide Educational Specification (Ed. Specs.) which are the requirements for achieving 21st Learning Spaces. Site Specific Ed. Specs. will be created to fit the educational program at Jack Yates HS.
 - i. Ed. Specs. include a Capacity Model, Space Requirements, Adjacency Diagrams and Room Descriptions. Room Descriptions identify users, activities and lists of furniture, fixtures and equipment.
 - d. HISD is also in the process of updating the Design Guidelines. Design Guidelines go into detail about the technical requirements of the systems and materials for new or renovated building.
 - e. The entire project will include a team of people: the PAT, HISD Facility Planning, HISD Design Team, a Program Manager and the Architect. The PAT will be involved in all decision making throughout entire project.
 - f. Currently Jack Yates High School is in the planning phase. According to the Bond Implementation sheet, planning for the new Jack Yates HS begins early 2014 and construction is scheduled to begin early 2015. Jack Yates HS is in Group 2, however, early planning is beneficial.
 - g. HISD is committed to 3 community wide meetings: 1) after site alternatives are developed; 2) design for floor plan and color schema, exterior appearance (building concept); and 3) when construction is ready to begin . The PAT will get a first pass at all documents before they are presented to the community. The architect will bring options for the PAT's review throughout design.
 - h. HISD is also planning field trips to other campuses in the metro area.

3. Creating Guiding Principles Discussion
 - a. Guiding principles articulate the mission, vision, and values of Jack Yates HS.
 - b. The PAT brainstormed ideas about 21st Century Learning:
 - 1). What does 21st Century learning look like in the future?
 - i. All spaces would include technology and natural lighting.
 - ii. The District is moving to one to one computing, where every student is issued a laptop or tablet. How would this technology affect the way you teach and the way students learn?
 - The students would be able to do more. They could type their papers and would be able to access more forms of learning in addition to pen and paper.
 - Every class will have electronic whiteboards or maybe something more technologically sound.
 - Better phone technology in the classrooms for teachers to have more accessibility to the front office.
 - There would need to be at least one multipurpose computer lab with multiple connection points where the teacher can transition to the desktop of each individual student.
 - Server capacity has currently constrained the school. The new server must be a system large enough to support all of the technology.
 - iii. Blended learning – where students use technology to access lectures and instructional time is reduced so the instructor has more time to work directly with students individually or in small groups.
 - Yates has a special environment where there has to be consideration given to the special circumstances and environments of the students. There are outside factors that carry over into the students' school day. The idea of blended learning is a sound idea; however, it has been proven that the students of Yates learn better with interpersonal relationships and interactions with the teacher and other students.
 - iv. The current magnet programs are:
 - Communications
 - Cosmetology
 - Maritime
 - Business
 - TV/Radio
 - Journalism
 - v. The idea of linked learning connects core academics to CTE and real life applications. It is interdisciplinary instruction that makes more sense to students. It would help students see the point in core academic subjects as it applies to the subjects in which they are interested.
 - 2). How do we create the most flexibility in the building as the years progress?
 - i. It has to be driven by the teaching and learning at Jack Yates. Technology is used to support that learning.
 - ii. Technology will be used as a supplement to learning, not to take the place of the teacher.
 - iii. Technology needs to be learned by the students to be competitive in the real world.
 - iv. There should be enough space in each classroom to accommodate all of the students (25 students/30 max for Pre – AP and AP classes).
 - v. There should be flexible furniture that supports collaboration, individual learning and student centered learning.
 - vi. There should be various spaces within one classroom such as: a computer station, beanbag or lounge area and tables and chairs.
 - vii. Design of the ELA classrooms must accommodate the various learning styles.
 - 3). How do you see differentiation at Yates?
 - i. There can be differentiation in three areas:
 - Content
 - Levels
 - Groups
 - ii. Type of furniture and ability to use space also aid in differentiation
 - There will be a HISD furniture fair where the PATs can come to “test drive” and give feedback on the various types of furniture.
 - There will be no built in cabinetry unless there is a sink needed in the room. All furniture will allow for greater flexibility and mobility of spaces.

- 4). What are the opportunities, challenges, assets and hopes for Yates?
 - i. Current location is a challenge. Texas Southern University has trapped school on two sides. The proposed Alabama Light Rail tracks will eventually retrain the campus on Alabama. Inconvenient for students to get to school.
 - HISD should consider purchasing commercial strip on Scott for unfettered/clear view from Scott Street.
 - May be able to use eminent domain but you still have to pay market value.
 - ii. The way the school is oriented is a challenge.
 - iii. The theater rooms and band room need to be updated.
 - iv. Maritime and School of Communications programs are an asset to Jack Yates HS.
- 5). Other areas that may contribute to the guiding principles:
 - i. Yates has a swimming pool and would like to keep it in the new building.
 - The pool is currently used for the Maritime program. Administration would like to bring a swimming team back to Jack Yates HS or teach swimming in Physical Education.
 - Currently HISD is discussing using pools from a district wide perspective. We will devote time in the upcoming meetings to discuss swimming pools.
 - ii. The new building and learning environment needs to prepare Jack Yates HS students for the community in terms of the CTE programs.
 - iii. The learning environment needs to cater to YATES – Yates Academy of Technology and Entrepreneurial Sciences – where students can be prepared for the future in any market.

Question and Answer

1. Who is the architect assigned to Jack Yates High School?
 - a. Moody-Nolan/Huerta has been assigned to Jack Yates HS.
2. Is HISD considering having computers with one server (Dumb terminal??) to provide security and help keep up with inventory?
 - a. At this point HISD is planning to issue a laptop or tablet to each student. As we continue with the planning process, we will invite someone from the HISD IT Department to meet with the PAT to answer technical questions.
3. What kind of computers is the District using for the one to one computing initiative?
 - a. At this point HISD is planning to issue a laptop or tablet to each student. As we continue with the planning process, we will invite someone from the HISD IT Department to meet with the PAT to answer technical questions.
4. Is it possible that every department can have own storage room/ teacher meeting room?
 - a. Yes. More discussion about space allocation will happen at the next PAT meeting.
5. How can there be outside food brought in from outside?
 - a. Outside food being distributed in the food court is not allowed. Schools are paying large fines if they are violating this requirement.
6. Will there be an opportunity to look at other programs that are working in other school campuses and districts?
 - a. Yes. HISD is planning field trips to other local 21st Century schools in local districts.

What to Expect Next Project Advisory Team Meeting

1. Continued discussion about the Guiding Principles.
2. Start the discussion of the Draft Capacity Model.

ACTION ITEMS:

- 1-01 Complete Guiding Principles. (PAT)
- 2-01 Check on commercial property on Scott Street (HISD-Facilities Planning)
- 2-02 Get CTE directors to come to one of the meetings to discuss YATES (HISD-Facilities Planning)

NEXT MEETING: August 15, 2013 at 5:00pm

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

Sincerely,
 Princess Jenkins
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