



CONSTRUCTION AND FACILITY SERVICES (CFS)
3200 Center Street, Houston TX 77007-5909

Facilities Planning

Project Advisory Team Meeting Minutes
Jack Yates High School

MEETING NO.: 003

LOCATION: Jack Yates High School

DATE / TIME: September 26, 2013, 5:00 pm

ATTENDEES: Ray Gatlin, Assistant Principal; Arva Howard, Community Member; Larry Blackmon, Community Member; Albert Ray, Moody-Nolan Architects; Wally Huerta, Moody-Nolan Architects; Barton Drake, Moody-Nolan Architects; Maurice Hobson, Parent; Angela Wright, Parent; Renette Lucien, Teacher; Gloria Barrera, HISD-Facility Planning; Princess Jenkins, HISD-Facility Planning

PURPOSE: Discussion will focus on reviewing the Guiding Principles for Jack Yates High School which will be used to “test” the decisions that are made throughout the design process and to begin the discussion about the Capacity Model and Draft Space Requirements.

AGENDA ITEMS:

- Introduce Project Advisory Team
- 21st Century Learning Environments Presentation
- Review and Discuss Guiding Principles
- Discuss the Capacity Model
- What to expect at the next Project Advisory Team Meeting

NOTES:

Discussion:

1. Princess Jenkins started out with apologizing for miscommunication on PAT meeting time last week – The PAT meeting was scheduled for the same time as the Open House. The meeting was changed and not every person was aware of the change. Ms. Jenkins said that the PAT members can contact her by e-mail any time with any questions.
2. Larry Blackman asked when he can get a copy of the meeting notes. Ms. Jenkins responded that she will send them out within one week of the meeting date. Mr. Blackmon asked that the meeting notes be sent to the entire PAT by e-mail. Ms. Jenkins confirmed that this will be done.
3. Ms. Jenkins explained that Yates High School is a Group 2 school and that we are starting the planning so the school will be ready to go into design in early 2014.
4. Members of the PAT expressed concern about not having enough time to discuss and plan and are also concerned about not getting all of their funding.
5. Ms. Jenkins explained the planning process based. First the planning is completed, then the Architect starts by verifying the program, then we move into the design phase. Ample time will be allotted for all phase of the project.
6. Moody Nolan Architects gave a presentation on 21st Century learning environments.
7. Members of the PAT are not convinced that 21st century learning is really the best way to go. The group discussed what “21st century learning environments” means. One belief is that certain classrooms will need to be more conventional. Currently, Yates teachers are challenged with trying to tailor classrooms to fit different needs.
8. Forest Brook in North Forest was built in a flexible model per Mr. Blackmon. He stated that the building started off well but when administration changed or did not know how to use that model the usage slowly became conventional. Mr. Blackmon said he hoped the teachers and staff would be taught how to use the new facility.
9. Mr. Blackmon said he likes the classrooms that he has seen at Rice University and Houston Baptist University.

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10. Mrs. Howard answered the question of what works well for the school – she thinks the athletics/performing wing worked well the way it used be used. She is an alumna of Jack Yates High School.
11. Discuss/Review Guiding Principles – Ms. Jenkins explained that the last PAT meeting was with the previous principal and that we wanted to discuss and confirm the Guiding Principles and include Mr. Don Hill, the new principal. Mr. Hill has indicated that he thinks the following should be included as a Guiding Principle: “Every decision will be made in the best interests of students.”
12. The following are questions and discussion by the group regarding Guiding Principles:
 - a. What are their expectations of this building?
 - i. Open to the community
 - ii. Maintain the highest level of security and safety for the students
 - iii. Sustainable campus, a real green school
 - iv. Provide a sense of community within the community (within the school)
 - v. Provide a comfortable environment that allows for student to be comfortable and have a homey feel
 - vi. Provide natural light into all spaces
 - vii. Provide nice places for students to be during their free time – courtyard, plaza, etc
 - viii. Control entry and make safety a priority
 - ix. Make it easier for students to get around
 - x. Provide a building that in 50 years they can say – it is still a beautiful school
 - xi. Sense of place - when you enter the school you are in a separate community
 - xii. Yates is a landmark and should be special – something that specifically identifies the campus as Jack Yates High School
 - xiii. Provide high quality of materials and craftsmanship that will stand the test of time
 - xiv. Use materials that can be kept clean easily
 - xv. Provide landscaping that is nice
 - xvi. Provide textures that are appealing
 - xvii. Teachers must be taught how the building is to be used
 - xviii. Have a building that is ready for growth
 - xix. A place that when people come in they know where to go – way finding identifiers
 - xx. Provide accessible parking close to the front entry
 - xxi. Provide green spaces
 - xxii. Yates is a traditional school and has been here and will be here forever. Prefer a classic type of architecture to a contemporary style.
 - xxiii. The building should be a magnet in the design – that students will want to come here
 - xxiv. 21st century learning must address the needs of students to go to the next level in their life and be self-sufficient
 - xxv. Prepare the child to have a flexible, nimble mind so they can prepare themselves for the future’s challenges
 - xxvi. Building to support programs that they have and what they will have in the future
 - xxvii. Windows in the learning centers with shades that work so that when they use the projector without interference
 - xxviii. Plan for the newest technology
 - xxix. Enough space in each classroom to accommodate the number of students necessary
 - xxx. Flexibility of the furniture to meet needs of the students
 - xxxi. Adequate storage space so equipment and materials can be secured
 - xxxii. Auditorium to accommodate functions such as UIL competitions and large performances
 - xxxiii. Parking lot close to main office for easy access
 - xxxiv. Library to accommodate classes - and if not a traditional library then they still need the room for print materials
 - xxxv. Cafeteria to have difference serving stations and furniture to encourage a sense of community
 - xxxvi. Rooms designed for lectures in large groups
 - xxxvii. Elevators in accessible parts of the building
 - xxxviii. Science rooms that will allow for real world projects
 - xxxix. A production type studio for film and music

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13. The PAT identified the 3rd Thursday at 5:00pm as the regular meeting day and time.
14. Mr. Gatlin asked about the size of the PAT – There should be stakeholders from each group including teachers, community members, students and administration.
15. The PAT was informed that the District will host a Furniture Fair in early November for all high schools in the 2012 Bond Project.
16. Ms. Jenkins gave a brief overview of the Capacity Model. Mr. Gatlin will fill out the current capacity of Jack Yates High School. It was also noted that the current student enrollment is using 60% of the building. Members of the PAT are concerned about the new facility being designed for a lower capacity when the current school had an original capacity of 3,000.
17. School tours will be set up in October and November and HISD will disseminate that information to the PAT.

What to Expect Next PAT Meeting:

1. The Guiding Principles will be finalized.
2. We will discuss the Capacity Model.

ACTION ITEMS:

- 3-01 Invite the HISD CTE Staff to the next meeting to determine the CTE programs/magnet for the school – Current Pathways are the Communications Magnet, Maritime, Print Media and AV film and Graphic Arts. (HISD)
- 3-02 Draft the Guiding Principles so they are ready to be approved at the next meeting (Jack Yates PAT)

NEXT MEETING: October 30, 2013 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, MUPEP

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