



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Kashmere High School

MEETING #: 5

LOCATION: Kashmere High School

DATE / TIME: January 20, 2015, 4:30 PM

ATTENDEES: (those marked with a check were present)

	Amber Williams	Principal	✓	Douglas Lacy	HISD Program Manager
	Patsy Morehead Potts	Teacher	✓	Clifford Jackson	Assistant Principal
✓	Ronnie Porter	Teacher	✓	Bob Myers	HISD Design Manager
✓	Ken Williams	Community Member	✓	John Haugen	NATEX, Architects
	Huey German-Wilson	Community Member	✓	Carolina Weitzman	NATEX, Architects
	Esther Omogbehin	School Support Officer	✓	Yoelki Amador	NATEX, Architects
✓	Princess Jenkins	HISD Facilities Planner			

PURPOSE: The purpose of this meeting was to discuss and review the needs assessment study by NATEX Corporation.

AGENDA:

- PAT Meeting Dates
 - a. February 17, 2015
 - b. March 10, 2015
 - c. April 20, 2015
- HISD Programming Update (Capacity Model for renovation)
- Review proposed Accelerated Design and Construction Schedule
 - a. Design Start: February 2015
 - b. Construction Start: November 2015
 - c. Equipment Set-Up: November – December 2016
 - d. Move-In: January 2017
- Discuss the Design Charrette
- Review and discuss Needs Assessment Review by NATEX Corporation



DISCUSSION:

1. The HISD Program Manager, Douglas Lacy, presented the PAT Meeting dates for the next three months, which were identified on the agenda and stated above.
2. Mr. Lacy introduced the PAT to the accelerated Design and Construction Schedule for the project. Those dates are identified above from the Agenda.
3. The HISD Planner, Princess Jenkins, presented the status of the capacity model for Kashmere High School, noting that there are forty (40) current teaching stations within the existing building. The current study identifies a building capacity of 1,148 students with a program capacity of 978 students.
4. Ms. Jenkins identified two additional items for the construction / priority list generated by the PAT. Under the General Improvements heading item #8 was added, which states enhancement of the Learning Commons. Safety and Security upgrades will be a mandatory upgrade, which is stated under item #20.
5. John Haugen of NATEX Corporation, Architects, presented floor plans of the existing facility to gather information from the PAT about the relating to the classroom spaces that are actually in use.
6. The Architects reviewed two options for discussion of locations of the Extended Learning Centers for each floor; the rooms were identified with transparent walls (glass/glazing) between the Learning Center and the corridors. Glass surfaces were displayed for consideration at the areas enclosing the interior courtyard at the First Floor at the Gymnasium, the Main Office and the Cafeteria.

ACTION ITEMS:

- 4-01 Existing Conditions Assessment continues (NATEX Corporation)
- 4-02 Continued development of Educational Specification to include the Capacity Model and Space Summary (HISD)

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The architects will report progress on the facility assessment of the existing building.

NEXT PAT MEETING: The next PAT meeting will be held on Tuesday, February 17, 2014 at 4:30pm.

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

Sincerely,

Douglas Lacy
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