



**Meeting Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting #2**  
**Sam Houston MSTC**

**PAT MEETING #:** 2

**LOCATION:** Sam Houston MSTC (Rm. 707)

**DATE / TIME:** November 12, 2014, 4:00pm

**ATTENDEES:** (those marked with a check were present)

Present ?	NAME	ORGANIZATION / ROLE	Present ?	NAME	ORGANIZATION / ROLE
✓	Rupak Gandhi	Principal		Hermelinda Cazares	Community Representative
✓	Ada Rivera	Dean of Students		Kelsey Tinoco	10th Student
✓	Ryan Hutchings	Dean of Students		Fred Campos	11th Student
✓	Mariana Maldonado	Dean of Students		Pablo Calderon	12th Student
✓	Brian Gaston	Dean of Students		Aaron Hursman	11th Student
	Lt.C. Jessie Washington	Teacher, ROTC		Cesar Coronza	12th Student
✓	Sgt. William Zappa	Teacher, ROTC	✓	LaJuan Harris	CFS Facilities Planner
	David Sanchez	Teacher, Math	✓	Vergel Gay	CFS Program Manager
	Jamie Handy	Teacher, Chemistry	✓	Mel Butler	CFS Program Manager
	Katherine Curren	Teacher, Chemistry	✓	Steve Parker	Stantec Architecture
	Nichole Depaul	Teacher, Chemistry	✓	Taryn Kinney	Stantec Architecture
✓	Roshanda McClain	CATE, Cosmetology	✓	Jennifer Henrikson	Stantec Architecture
	Richard Hurst	Community Representative			



## AGENDA:

- **Welcome & Introductions**
- **Sam Houston MSTC Capacity Model**
- **Sam Houston MSTC Space Requirements**
- **Next Steps**
- **Questions / Open Discussion**
- **Next PAT Meeting – Tuesday, December 2, 2014 / 4:00pm**

## DISCUSSION:

1. All attending PAT members introduced themselves. Stantec Architecture representatives (Steve Parker, Taryn Kinney, and Jennifer Henrikson) attended the meeting for the first time and also briefly introduced themselves to the PAT members.
2. LaJuan Harris, HISD Facilities Planner began the discussion of needed items to finalize the capacity model. The following were addressed:
  - a. Ms. Harris requested clarification from Principal Gandhi regarding Special Education Life Skills; the teaching station quantity will increased to (4).
  - b. Needed staff will be invited to the next User meeting (11/21) to finalize space requirements for Performing Arts, Visual Arts, and Physical Education.
3. Ms. Harris mentioned that the pricing is based on 140 sq. ft. per student at \$160 per sq. ft. Current market trends are showing around \$190 per sq. ft. She suggested that addressing the budget at the front end will help mitigate the impact of this market trend. This can be done by determining how to share certain spaces. The discussion continued as follows:
  - a. Principal Gandhi asked "If we focus on how to share certain spaces at this phase, will this exercise have to be repeated if the market continues to rise?" Ms. Harris responded that the Educational Specification will include all of the required spaces for the school. Notes regarding sharing opportunities and alternate spaces will be noted within the document. Doing this will provide the architects with information on expansion and growth opportunities as well as cost saving options. The PAT and members of the architectural team agreed that a prioritization of the spaces needed to be developed during the planning phase.
  - b. Mel Butler, HISD Project Manager mentioned that moving the utilization factor from 85% to 90% could be a solution.
  - c. Principal Gandhi asked if it was an option to remove square footage from common spaces like the Learning Commons. Ms. Harris responded 'No,' and that the square footage of the Learning Commons was dictated by TEA.
  - d. Ada Rivera, PAT member asked if learning spaces would be considered for reduction. Ms. Harris answered 'Yes,' and gave several examples:
    1. A space like the construction shop could serve a dual purpose as a scene shop.
    2. The auxiliary gymnasium could hold less than the 1/3 of the students as currently proposed in the program.

Principal Gandhi stated he did not want to combine CTE spaces since those spaces are needed throughout the day. He suggested looking first at the core learning centers for more sharing opportunities.

  - e. Steve Parker, Stantec Architecture suggested possibly reducing the paving square footage as a cost savings to the project. Stantec will follow up at the next PAT Meeting (12/2) with what is required to file a variance with the City of Houston. Principal Gandhi agreed to research and



verify how much parking is actually needed for the school. Sterling High School was also mentioned by Stantec as an example of a school granted a variance to lower their parking from 500 spaces to 400 spaces.

4. Ms. Harris continued to review the space requirements in depth with the PAT members and lowered the number of required teaching stations from 65 to 59 incorporating the sharing opportunities into the model.
5. Roshanda McClain, PAT Member asked if CTE welding was included in the model. Ms. Harris answered 'Yes,' and that it was incorporated into the Plumbing section.
6. Ms. Harris confirmed that if the current JROTC building was kept, this would add 5,617 sq. ft. back to the allotted square footage for the new school.
  - a. Mr. Butler mentioned that it would be best to do another evaluation of the JROTC Building with Stantec to verify the building's condition.
7. Ms. Harris commented that the lobby should be located where it can be used by the auditorium and the gym. PAT members also agreed.
8. Principal Gandhi mentioned that more seating is needed than is currently allotted for the auditorium (500 seats). He would like the capability of having grade level meetings in the auditorium. The size of the auditorium was increased to hold approximately 1,000 students which would be more than a grade level at the current capacity. The group will review the capacity needed to hold a grade level meeting as the program is completed.
9. Taryn Kinney, Stantec Architecture asked if the gym could be used for grade level meetings.
  - a. Principal Gandhi responded 'No,' and that it would actually be better to take away from the gym square footage which is at 100% capacity. He also mentioned that this surplus of space is not needed in the gym, and he would prefer if we match what Sam Houston MSTC currently has for the gym and lower the capacity of the auxiliary gym to the current standards. Principal Gandhi says he will speak with the Athletic Director to confirm if this will meet their needs, but in terms of keeping the current square footage, this should be acceptable.
  - b. Principal Gandhi asked if it was possible to have access to the gym from the outside without having to open the entire school. Ms. Kinney answered 'Yes' this is possible and will be considered during design.
  - c. PAT members mentioned that better visibility was needed in the locker rooms. Stantec mentioned this will be considered during design.
10. The need for a swimming pool was discussed by PAT members. Principal Gandhi commented that Sam Houston needs to keep this is the program due to Title 9 as well as his hopes that a female competitive swim team will be added in a few years. Ms. Harris mentioned if needed, the pool could be outside. An example of this is being considered for Lee and Milby High Schools.
11. Ms. Harris reviewed the need to discuss administration and how the school will be managed.
  - a. Principal Gandhi mentioned having a neighborhood per grade level. Ms. Kinney responded that organizing students per grade level can sometimes be an issue since some students are in multiple classes at different levels. Jennifer Henrikson, Stantec suggested that content driven organization may be more beneficial for the school. Ms. Kinney confirmed that this decision does not have to be made now. Principal Gandhi agreed, and mentioned that seeing a layout would help so he could better determine.
  - b. Ms. Harris confirmed that the Educational Specifications will call for the CTEs and Learning Centers to be adjacent and close by one another. However, if during the design, this changes, the Educational Specifications can be revised.
  - c. Ms. Henrikson asked Principal Gandhi how he wanted the administration spread throughout the building. Principal Gandhi replied that he would also like to finalize this at a later phase. He also



mentioned there are 13 administrative staff members but he would provide a complete list to the team.

12. Ms. Harris reviewed the kitchen area and said the square footage for this area cannot change, but there can be distributed dining. Principal Gandhi mentioned that taking away a large lunch area and dividing it would make it easier to manage and lower fights, however, he does not think that having the dining areas spread out will work as far as staff supervision. Principal Gandhi asked if flexible walls were an option instead. The architects will review this issue once in design.
13. Ms. Harris commented that some schools are using the YMCA to run their childcare programs. Principal Gandhi will start looking for possible providers and follow up with the group on the number of teen pregnancies for the school and what the utilization needs to be.
14. Ms. Harris reviewed the Educational Specifications. Ms. Rivera mentioned that she printed hardcopies of what Ms. Harris sent to her, and she distributed the information to the needed individuals. She gave the hardcopies with comments and changes to be made to Ms. Harris for her review and action.

**ACTION ITEMS:**

- 1-1 Finalize any needed comments/changes to Ed. Spec. (PAT/SHMTC Staff)
- 1-2 Invite representatives from Special Education, Performance Arts, and Physical Education to the 11/21 User meeting. (Principal Gandhi and Ms. Rivera)

**NEXT PAT MEETING: (Mtg. #3)** – Tuesday, December 2, 2014, 4:00 pm, at SHMSTC / Rm. 707

**WHAT TO EXPECT AT THE NEXT PAT MEETING:**

1. Review / Approve Capacity Model
2. Review / Approve Space Requirements

*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.*

Best regards,

**Christel Coleman**

Project Manager

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