



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

**MEETING #:** 003

**LOCATION:** Westbury High School

**DATE / TIME:** November 18, 2014, 4:30pm

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

	Alsmeyer, Zak	Student
	Arceneaux, Aaron	Student
	Bravo, Miguel	Student
✓	Brooks, Frances Marie	Westbury Staff
	Catchings, Jason C	Westbury Principal
✓	Chapman, Cindy	Community Member
✓	Clemons, Carolyn	Westbury Staff
	Crook, Stephanie D	Westbury Staff
✓	Dusablon, Christopher J	Westbury Staff
✓	Edmondson, Becky	Community Member
✓	Elizondo, Omar E	Westbury Staff
	Gonzales Rojas, Maria A	Westbury Staff
	Hodge, Jaliyyah	Student
	Iko, Chinmeri	Student
	Jones, Jala	Student
	Longoria, Noelia G	Westbury Staff
	Lopez Carretero, Alicia	Westbury Staff
	Lopez, Rita M	Westbury Staff
	Moczygemba, Adriana	Student
✓	Aguirre Rubio, Martha	Student
✓	Miller, Bennie	Westbury Librarian

✓	Moore, Lorenzo	Student
✓	Ownby, Kathleen	Community member
	Pedroso, Jamin	Student
	Reña, Annette	Student
	Sanders, Jeremy	Student
✓	Thurmond, Gerald P	Westbury Staff
	Valadez, Tonoï	Student
✓	Vazquez, Cindy	Student
✓	Williams, Cedric	Westbury Staff
✓	Alling, Brian	HISD – Project Manager
	Bankhead, Dan	HISD – Facilities Design
	Clayton, Clay	HISD – Facilities Planning
✓	Harris, LaJuan	HISD – Facilities Planning
	Robertson, Sue	HISD - Facilities Planning
✓	Ty Robinson	Office of School Support
✓	Brady, Scott	Joiner Architects
✓	Joby Copley	Joiner Architects
✓	Shirley Harris	Student
✓	Ablola Soyambo	Student
✓	Ussery, Ollie	PTO Support, VIP

**PURPOSE:** The purpose of this meeting was to coordinate planning phase efforts with Project Advisory Team (PAT) members.



#### AGENDA:

- Consider pros and cons of a joint use agreement for construction of a City of Houston Branch Library on campus in conjunction with Westbury campus' library.
- Discuss and finalize the list of Guiding Principles.
- Review the capacity model document progress to date.
- Discuss what to expect at the next PAT Meeting.

#### DISCUSSION:

1. HISD Project Manager Brian Alling thanked the PAT participants for their time and assistance with the project.
2. Mr. Alling opened the meeting with a discussion in regards to a potential future City of Houston Public Branch Library to be constructed on site as part of the campus renovations. It was noted this was an idea being considered with some interest from the City and HISD but no commitments had been made by either party but it is understood funding for the project would primarily be in addition to the current project allocated funds. Discussion with the PAT was to solicit feedback from them for comments and any concerns they may have. In attendance at the PAT meeting was Westbury's Librarian who voiced her support for such a venture and thought it would be a great asset to Westbury and the community. Other PAT comments were:
  - a. Safety for students is a huge concern. The building design and operations should allow for students to use the library and provide separation from public citizens who use the library. Otherwise a security check protocol should be implemented for all guests to ensure student and staff safety.
  - b. The library structure should be designed to allow for ease of public access throughout the day, evening and weekend typical to Houston Library System operations.
  - c. The existing Westbury HS library is considerably larger than the typical Houston community branch libraries. PAT attendees noted if a new smaller public branch library structure is built, it should be designed and coordinated with the existing campus Library to ensure no existing campus Library functions are lost. The PAT discussed a possible solution may be to have some of the current Westbury HS space remain in use in conjunction with the new library addition on site.
  - d. PAT members noted a presumption: a City public library on campus would customarily be staffed with City personnel. If so, this could offer possible additional staff available to assist with students' research, etc.
3. The draft Guiding Principles generated by the PAT at the last meeting was reviewed with edits being made and approved by the PAT as discussion progressed. All but two of the Guiding Principles were approved, but due to time constraints, the last two items were agreed to be reviewed by PAT members via email. The intention is to be complete with the document prior to the next PAT meeting in December. The two topics and associated language posed for PAT input and approval are:
  - a. **Interactive Technology** – Westbury students will utilize wide-spread, digital technology to improve learning quality and prepare for college and careers.
  - b. **Community** – Westbury High School will build, nurture, and maintain collaborative relationships with area elementary and middle schools, Westbury community organizations, and businesses throughout greater Houston.
4. Mr. Alling introduced Ms. LaJuan Harris, HISD Facilities Planner who worked with attendees to prioritize several campus facility areas in need of remodeling/additions. Attendees provided their votes for priority for areas such as Career & Technology, Kitchen/Dining, Academic Flex Meeting spaces for



curriculum instruction, Athletic areas, etc. The summary of the votes will be tallied and provided for discussion at the December PAT meeting.

**ACTION ITEMS:**

3-01 Review and provide any edit/changes to the Guiding Principles list. (PAT)

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

1. Attendees will review the draft capacity model document for the project.
2. The final Guiding Principles document will be approved by the PAT.
3. PAT members will review a draft version of the Education Specifications being developed for the project.

**NEXT PAT MEETING:** Tuesday, December 16, 2014 at 4:30 pm; Westbury High School Library.

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,

**Brian S. Alling**

Project Manager

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