



Meeting Minutes

DeBakey High School for Health Professions

MEETING NO.: 003

LOCATION: DeBakey High School for Health Professions

DATE / TIME: June 19, 2013, 5:30 pm

ATTENDEES: Agnes Perry, Principal; Barbara Williams, Faculty; Louise Wong, Parent; Raj Vadlamudi, PTA; Marie Bielowicz, CTE Faculty; Aubrey Mendonca, PTA; Enrique J. Sirias, PTA; Mary Hayes, Faculty; Bernice Shargey, Dean; Sam Thompson, Business Manager; Marti George, Faculty; Phil Koltko, Parent; Ruby Koltko, Parent; Phyllis Seaton; Registrar; Natalie Abrameit, Assistant Principal; Lana Hayes, Library Media Specialist; Doris Rios, Magnet Coordinator; Chris Saikin, Teacher; Sue Robertson, HISD-Facilities Planning, Princess Jenkins, HISD – Facilities Planning; Kedrick Wright, HISD – Facilities Planning

PURPOSE: The purpose of this meeting was to focus on determining Space Requirements for DeBakey High School for Health Professions.

AGENDA ITEMS:

- Continue the discussion about Space Requirements
- What to expect next Project Advisory Team Meeting

NOTES:

Discussion

1. Space Requirement Discussion
 - a. The PAT Members were sent a draft Excel copy of the Space Requirements prior to the meeting for review and discussion. They noticed some of the things that were missing and wanted to eliminate unneeded space in the new building.
 - b. There was a meeting with Mark Smith this week in which he recommended a program capacity of 900 to plan towards for building. The program capacity would not affect square footage of the budget.
 - c. The PAT brainstormed about spaces needed and desired for the new school.
 - i. Because the one to one computing will take time to implement, DeBakey will need regular computer labs for online testing.
 - 1). There has been a lot of conversation about 1 to 1 computing at the district level. The buy-in is large and it is expected that all the new buildings will be equipped for the roll-out of that software.
 - ii. The PAT requested some of the space allocated for the extended learning areas to be turned into spaces for learning centers.
 - iii. Science labs will be well ventilated for experiments so the need for separate learning centers and lab spaces will be eliminated.
 - iv. The PAT requested the IT support be combined with the Learning Commons area to reallocate those square footages.
 - v. The PAT wanted a reduction in the number of small group rooms.
 - 1). Principal Perry argued that for the 21st century student to be able to be workforce ready with small group environments those spaces could be used outside of regular class time for collaboration.
 - vi. Space Allocation Specific to Program
 - 1). The Simulation and Rehabilitation Labs were combined to give space for the Video Conferencing Center.
 - 2). Dental program space was reduced to the size of two learning centers.
 - 3). A Prep lab was added to the Anatomy Lab to accommodate the large number of specimens and storage.
 - 4). A Prep lab was added to the Med Lab to accommodate the large amount of medical equipment.
 - 5). 4 Health Science Learning Centers were added to accommodate teaching overflow with hand washing sinks in each room.
 - a) A Preceptor ship Center was added to the space requirements.

- b) A Biomedical Engineering Lab with storage was added to the space requirements. (Need work benches).
 - c) Two locker/changing rooms were added with 25 lockers in each.
 - vii. The PAT would like a mini theater that is flexible and large enough for performing and art display that can seat at least 75 people. (Portable stacked seating would be used in the space).
 - viii. Physical Education needs were discussed.
 - 1). The gym must have a lobby to accommodate flow of traffic in and out of the gym. (If the space is not needed then the square footage will not be used).
 - 2). PTO storage was added to the multipurpose activity area.
 - 3). Square footage was added to the fitness room. The PAT would like a glass wall for added supervision between the spaces.
 - 4). The washer and dryer in the PE area were moved to the Self Contained Learning Center.
 - ix. Administration/Guidance Suite Discussion
 - 1). The PAT was asked to verify the number of staff at DeBakey High School.
 - 2). PAT wants 1 central location for a teacher lounge and possibly 2 smaller teacher work rooms.
 - 3). The Professional Development/Data Center was removed from the space requirements.
 - 4). Space for storage in the Health Clinic was added.
 - x. The kitchen and student dining spaces are allocated based on program capacity. Student dining will be designed as a Food Court.
 - xi. Custodial needs more storage than in a traditional school.
 - xii. The PAT asked that security be a major factor in the new design.
- 2. The PAT was reminded that the Draft Space Requirements will be a fluid document for a while.

Questions

1. What will the students do for online testing?
 - a. Testing will be web-based. The new building will be a wireless environment and outlets for connectivity will be in each room.
2. How did we come up with 850 square feet per Learning Center?
 - a. The standard for classrooms is between 800 and 900 square feet.
3. Can the PAT reduce the size of the Learning Centers?
 - a. The Learning Centers will be no less than 850 square feet.
4. Where would the small group rooms be located?
 - a. Small group rooms will be located near learning centers.
5. How many students would be able to fit in the small group rooms?
 - a. The small group rooms will be able to accommodate 4 to 5 students at one time.
6. Will there be didactic space in the CTE classrooms?
 - a. Yes. That's why we are describing the activities and programs of each space.
7. What model is the district embracing with the teaching work stations?
 - a. Teachers will not own their own classrooms. Space will be utilized as a shared resource.
8. Is a district expecting that a teacher keeps all their stuff in the workroom?
 - a. There is a workstation for each teacher. There will also be storage cabinets in the Learning Centers.
9. In the shared classroom model, would a teacher always go to the same classroom or the available room?
 - a. That will depend on how the school develops their schedule.
10. Will there be separate Restrooms on each floor for male and females in the 38% allocation for support services?
 - a. There will be separate restrooms on each floor.
11. Is there a custodial break room with lockers?
 - a. Yes. There will be space for the custodians in the receiving entry.
12. Where would the textbook room be located in the new design?
 - a. The location of storage rooms will be determined during design. The way the storage rooms are used will be determined by the school.
13. Will the architect be on board soon?
 - a. Currently, we are waiting on the lawyers for contract execution. However, a decision does not have to go to the board before the architect can start working. The architects are expected to be at the August meeting.
14. Where will the new building be located?
 - a. The location for the new DeBakey HS is still in negotiation.
15. How do we plan on treating security?
 - a. Security will be a heavily discussed factor in all planning, design and construction of the new building.
16. Are there any other ideas you can share with us from other schools?
 - a. The designers will bring many examples from other schools.

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What to expect next PAT meeting

1. Continued discussion on the Draft Space Requirements
2. Begin discussing Draft Site Specific Room Descriptions

ACTION ITEMS

- 3-01 Send revised copy of the Space Requirements (HISD Facility Planning).

NEXT MEETING: July 11, 2013 5:30pm.

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
Facilities Planner - Facility Planning
HISD – Construction & Facility Services
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Phone: (713) 556-9333

attachment: