



Project Advisory Team Meeting Minutes

The High School for Law Enforcement & Criminal Justice

MEETING NO.: 001

LOCATION: The High School for Law Enforcement & Criminal Justice library

DATE / TIME: November 22, 2013, 2:30 pm

ATTENDEES: Miyanna Kirksey, Student; Juan Garza, Student; Carol Mosteit, HSLECJ Principal; Patricia Alexander, HSLECJ ; Don Chasteen, HSLECJ; Hector Garma, HSLECJ; Josh Hooten, HSLECJ; Michael Martindale, HSLECJ; Jerome Mott, HSLECJ; Schmecka Franklin, HSLECJ; Javante Theall, HSLECJ ; Felicia Bowman, Parent; Jeff Davis, Community Representative; Dan Bankhead, HISD – GM Facilities Design; Dave Funk, HISD - Facilities Planning; Dr. Daniel Gohl, HISD – CAO; Mark Miranda, HISD Business Operations; Sue Robertson, HISD – GM Facilities Planning; Sylvia Wood, HISD; Joan Albert, PSP; Ken Black, PSP; Jamie Flatt, PSP; Mike Woods, Rice & Gardner.

PURPOSE: The purpose of this meeting was to review the presentation for the Community Meeting scheduled for October 29, 2013, 6:00 pm.

AGENDA ITEMS:

- Introductions
- Charges of the PAT
- General discussion of the planning / design process
- Upcoming meetings

NOTES:

1. Principal Mosteit welcomed the PAT members and made opening remarks:
 - a. Some members have changed from the previous 2007 PAT.
 - b. Each attendee and PAT team member introduced themselves and briefly described their role.
 - c. The PAT was informed that the campus has been sold to St. Thomas High School for \$60 million.
2. PAT Handbooks were distributed to all attending PAT members and Sue Robertson, General Manager of HISD Facilities Planning, summarized their contents and the role of the PAT in the process.
3. PAT meetings will be held at least monthly through the planning / design process.
 - a. The target time for the planning, design and construction of this project is to be complete in 2 years. Some longer planning and design sessions may be required to keep the project on schedule.
 - b. A planning charette will be held as well as a design charette.
4. Members of the PAT are encouraged to communicate activity and progress of the PAT to the greater neighborhood and school community.
5. Dr. Gohl presented the vision of the planning and design process:
 - a. The design should address 21st century education models. We are designing facilities to accommodate usage for the next 50 years.
 - b. Accommodating evolving technology and change are critical. Everything will exist digitally in the near future but will also exist in physical form. Flexibility will be critical to accommodating the changing landscape of education.
 - c. Maintain a broad vision for possibilities but be cognizant to the consequences of all decisions. Use the defined guiding principles of the campus as a benchmark for decisions to resolve conflicts between the needs of the school.
6. The site selection is pending based on analysis of approximately 60 different locations:

- a. Various site options have been considered, each judged against the others on basis of various criteria including the disparate student geographic proximities, site access issues, development cost, HISDPD input regarding associated facilities, and land cost.
 - b. Because of the sensitive nature of real estate negotiations, final site selection is the responsibility of the Board of Education.
 - c. A site selection decision and subsequent Board action to acquire the land is anticipated in the very near future.
7. It was consensus of the group that future PAT meetings will be held on the 2nd Monday of each month at 2:30pm. The first meeting will be held January 13, 2014 in the library on 4701 Dickson St. campus.
8. A planning charette will be held on December 17 and 18 from 1-4 pm.
 - a. Participants were encouraged keep their schedules clear for December 19 1-4 pm should additional meeting time be required.
 - b. HISD has general space requirements available based on campus population which can be used as a baseline for planning.
 - c. A design charette will also be scheduled. The team hopes this can be held as early as late January or early February.
 - d. In preparation of the planning charette, PAT members should consider:
 - i. Guiding principles and core values of the campus,
 - ii. The future of law enforcement,
 - iii. Student learning styles,
 - iv. The 'high school experience' at HSFLECJ, and
 - v. Special programs of the school.
9. The academic character of HSFLECJ and related disciplines were also discussed.
 - a. Law enforcement is rapidly evolving to incorporate more and more technology including cameras, microphones, integrated technologies, broader communications spectrums and easier access to communications.
 - b. Use of **geographic information system** (GIS) is an important component of the programs.
 - c. The campus has a fire science technology program as well. This program and its future expansion should also be considered during the planning and design process.
 - d. Scientific study and computer forensics are becoming increasingly important to the study of criminology.
 - e. The majority of HSFLECJ students continue on to 2 and 4 year colleges.
 - f. Students on the PAT expressed that hands on learning is important. The students explained they prefer to learn by doing rather than listening to instruction that lacked practical experiences.
 - g. The most important characteristics of the campus were described as student safety, a caring and polite atmosphere, academically challenging, an "academy" environment, and a close knit community of students and faculty.
10. The current student enrollment is approximately 500. The new facility will be planned for 750-800 students. Some planning considerations were mentioned:
 - a. Students would prefer a longer, single lunch period.
 - b. Small group as well as large group meeting space should be considered.
 - c. Parking is currently inadequate.
 - d. Space is needed to stage real life situations of law enforcement.
 - e. The campus does not have UIL sports. However, informal student events are important to the high school experience at HSFLECJ.
11. HSFLECJ is the model program for the state.
12. The campus vision and mission statements can be found on the campus website.
13. Videos on the bond program and 21st century schools can be found on the district website.
14. Dave Funk will be point person for information flow during the planning process.
15. A community meeting will be held on December 5, 2013 to engage the neighborhood, students and their families. The shared information will include approximately the same as shared in this meeting. Principal Mosteit will send flyers home with students to share with their families this week, will post a meeting notice on the campus website, and will engage principals at feeder campuses to share the same notices with their students. Community representatives were encouraged to also share the information and encourage participation.

ACTION ITEMS:

- 1-01 HISD Facilities Planning will arrange for formal scheduling and meeting location for the upcoming community meeting.
- 1-02 HISD Facilities Planning will send meeting requests to PAT for the Planning Charrette.

MEETING SCHEDULE: Next PAT meeting: January 13, 2014, 2:30 p.m.

Planning Charette: December 17, 18, 2013 2-4 pm

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

Sincerely,

Mike G. Woods
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HIGH SCHOOL for LAW ENFORCEMENT & CRIMINAL JUSTICE
PROJECT ADVISORY TEAM MEETING
SIGN-IN SHEET

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