



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

MEETING #: 2

LOCATION: Kashmere High School, Room 217

DATE / TIME: October 21, 2013, 4:30 PM

ATTENDEES: (those marked with a check were present)

✓	Amber Williams	Principal	✓	Douglas Lacy	HISD Program Manager
✓	Patsy Morehead Potts	Teacher		Sue Robertson	HISD GM Facilities Planning
✓	Ronnie Porter	Teacher		Clay Clayton	HISD Facilities Planner
	Ken Williams	Community Member			
	Huey German-Wilson	Community Member			
	Esther Omogbehin	School Support Officer			
✓	Princess Jenkins	HISD Facilities Planner			

PURPOSE: Discussion focused on the development of the Guiding Principles and the Capacity Model priority list.

AGENDA:

- Review, Discuss and Approve Guiding Principles
- Review and Discuss Draft Capacity Model
- What to expect at the next PAT Meeting

DISCUSSION:

1. The first User Group Session was held prior to the PAT Meeting. The User Group discussed the concept of the Capacity Model for Kashmere High School, as described by Princess Jenkins, the HISD Facilities Planner. The Capacity Model shall be developed based on the existing capacity given the project scope is renovation and site improvements. (Due to the current scope of work for the project, it was determined that the capacity model would only be needed if any of the renovations and site improvements affect the existing number of teaching stations.)
2. The User Group developed for discussion during the PAT Meeting a priority list of possible areas for renovations and site improvements. The PAT will set priorities of the listings. Renovation and site improvements listing is as follows:
Priority List (in no specific order)



- A. HVAC renovations
- B. Cafeteria renovation (food court concept, serving line)
- C. Safety and security modifications including the main entrance for the school (more defined entrance)
- D. Increase natural lighting for classrooms
- E. Increase restroom fixture capacity at the cafeteria building
- F. Enhance learning commons (include small and large group instruction spaces)
- G. Remodel/renovate science labs
- H. Auto mechanics (CTE) – convert to instructional space
- I. Relocate dance program to unify fine arts
- J. Dedicate space to JROTC program
- K. Renovate baseball field
- L. Natatorium repairs
- M. Upgrade football practice field
- N. Convertible/Flex spaces
- O. Upgrade tennis courts
- P. Lighting upgrade throughout building
- Q. Upgrades to restrooms and exhaust systems
- R. Auditorium: upgrade lighting, lighting controls, floors (seating area) and chairs
- S. Technology upgrade
- T. Visibility/glass walls
- U. Upgrade band room acoustics
- V. Locker room upgrade in the gymnasium
- W. Bleacher upgrade at gymnasium
- X. Life skills classroom: plumbing fixture upgrade
- Y. Minor updates to the Learning Centers (removal of old casework, etc.)

3. During the regularly scheduled PAT meeting, Ms. Jenkins led the team through a brainstorming session to develop the Guiding Principles of Kashmere High School. Ms. Jenkins stated that the Guiding Principles should express the vision, the values, the hopes, and the ideas of the school as the means for developing the renovation and site improvement concepts. The PAT has chosen to develop the principles from three words. The words are (Flexible, Adaptable and Community Based). Two phases were developed and others may follow:
- A. Flexible and Adaptable: Kashmere High School will have flexible and adaptable learning spaces that will accommodate and meet the academic and social needs of diverse learners.
 - B. Community Based: Kashmere High School has a strong community presence. The built (renovated) environment should reflect and honor of over 50 years of a prestigious legacy of academics, fine arts and sports.

4. Under the guidance of Ms. Jenkins, the PAT set priorities to the renovation listing from the User Group within categories of High, Medium and Low. The priorities for each are as follows:

High Priority Listing

- 1. HVAC renovations
- 2. Safety and security modifications including the main entrance for the school (more defined entrance)
- 3. Convertible/ flex spaces
- 4. Lighting upgrade throughout building
- 5. Upgrade science labs



6. Restroom renovations, upgrades, and exhaust systems
7. Repair canopy at courtyard
8. Increase acoustics at band room
9. Auto mechanics CTE – convert to instructional spaces
10. Natatorium repairs
11. Enhance learning commons (include small and large group instruction spaces)
12. Auditorium floors (seating area) and chairs

Medium Priority

13. Visibility/glass walls
14. Baseball field upgrade
15. Relocate JROTC
16. Upgrade gymnasium bleachers
17. Auditorium lighting and lighting controls

Low Priority

18. Unify fine arts
19. Tennis court upgrade
20. Track upgrade
21. Football field upgrade
22. Creation of a lecture hall
23. Cafeteria renovation (food court line)

ACTION ITEMS:

- 2-1 Complete Guiding Principles to describe the visions, hopes and desires for Kashmere High School. (PAT).

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review/Acceptance of the Guiding Principles
2. Discussion of the Space Requirements

NEXT PAT MEETING: Tuesday, November 18, 2013, 4:30 PM, Room 217

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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