



**Facilities Planning**

**Meeting Minutes**

**Milby High School**

**MEETING NO.:** 002

**LOCATION:** Milby High School

**DATE / TIME:** April 23, 2013 / 4:00 pm

**ATTENDEES:** Norma Conerly, Milby Alumni Director; C. Brooke Skeen, AVID Teacher; Owen Conerly, Milby Alumni President; Jim Duffer, Teacher/Coach; Accelyn Sloan Williams, School Nurse; Roy de la Garza, Principal; Stephanie Hobbs, English Teacher; LaJuan A. Harris, HISD-Facilities Planning; Kedrick Wright, HISD-Facilities Planning

**PURPOSE:** The purpose of this meeting was to focus on establishing the Guiding Principles for Milby High School which will be used to "test" the decisions that are made throughout the design process.

**AGENDA ITEMS:**

- Introductions
- Developing Guiding Principles
- Milby Pathways
- What to expect next PAT meeting

**NOTES:**

1. Principal De La Garza presented Milby's Positioning Statement for Target Segment as a starting point for the guiding principles. The Positioning Statement reads:
  - a. Milby High School is the best high school for students seeking career and college readiness because we offer:
    - i. Enhanced academics with interventions/monitoring towards college and career readiness
    - ii. Adult / student interactions centered on encouraging self-advocacy and accountability
    - iii. Prescriptive interventions focused on mastery.
2. The following historical information regarding Milby will be reviewed by the PAT committee prior to finalizing their guiding principles:
  - a. Dropout rates
    - i. Milby is working to make students more comfortable transitioning from middle school to high school and from high school to college
    - ii. Milby pushes athletes to be well rounded students in academics as well as sports
  - b. Milby will celebrate 100 years in 2014
  - c. Milby graduates are proud of where they come from
    - i. Milby graduates return to teach
    - ii. A year and half ago, 50 out of 200 Milby teachers were Milby graduates
    - iii. Milby alumni are continuously involved
  - d. Students are taught to serve their community during their tenure at Milby
  - e. Faculty and staff do more than just teach the students; they provide personal, college and career guidance.
    - i. The community gravitates to the school
    - ii. "I want kids to see where they are going, not where they have been".
  - f. Milby is a safe place for community to gather during times of crisis or an emergency
    - i. During the last hurricane, teachers stayed at the school to offer supplies to the community
  - g. Milby ranks second in the District in retaining zoned students

3. Milby Pathways
  - a. Career & Technology Education at Milby includes:
    - i. HVAC
    - ii. Welding
    - iii. Printing and Imaging Technology
    - iv. Computer Maintenance and Information Technology
    - v. Cosmetology
    - vi. Engineering, Architecture and Construction
    - vii. Hospitality
    - viii. Manufacturing
  - b. Milby PAT would like to see more CTE programs in forensic computer studies and other programs based on the in demand careers of today and in the future
  - c. Students should be an integral part of their education to create, maintain and sustain Milby High School
4. 21<sup>st</sup> Century Learning:
  - a. Technology that is well integrated into the building
    - i. Charging stations throughout building
  - b. Flexible spaces
    - i. Extra stub ups for future expansion
  - c. Curriculum should be student centered and engaging
  - d. Acknowledges cultural and socioeconomic differences
  - e. All students will be "college ready" rather than "college bound"
5. Next steps
  - a. PAT will convene several times before next formal meeting on May 28<sup>th</sup> to finalize guiding principles
  - b. Guiding principles will be submitted to Facilities Planning Department for review and comments prior to next PAT meeting

**ACTION ITEMS:**

- 1-01 Complete Guiding Principles. (PAT)

**NEXT MEETING:** May 28, 2013 4:00 p.m.

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

Sincerely,

LaJuan A. Harris, PMP  
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Attachment:

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