



Meeting Minutes

North Houston Early College High School

MEETING NO.: 005

LOCATION: North Houston Early College High School

DATE / TIME: May 16, 2013, 2:00 pm

ATTENDEES: Justin Fuentes, HISD-School Support Office, Justin Kilbride, HISD-Project Manager, Randy Adams, HISD-Project Manager, Angela Lundy-Jackson, Principal, Rajone Lyman, HCCS-Professor, Lisa Torres, HCCS-HISD, Geoffrey Ohl, Assistant Principal, Juana Espino, PTO President, Lucille Dew, Registrar, Gilda Torres, HISD-IT, Aleicia Roberts, HISD-College Access, Matthew Weaver, Choir, Raul Ortegon, HCCS-Campus Manager, Sue Robertson, HISD-General Manager of Facilities Planning, Warren Hurd, HCCS-COO, Kedrick Wright, HISD-Sr. Manager of Facilities Planning, Monica Herbert, PTO Vice President, David Funk, HISD-Facility Planner, Daniel Ortiz, RdIR Architects

PURPOSE: The purpose of this meeting was to focus on the Capacity Model and Space Requirements for North Early College High School.

AGENDA ITEMS:

- Old Business
- New Business
- Capacity Model – DRAFT
- Space Requirements – DRAFT
- What to expect next PAT meeting

NOTES:

Discussion

1. Site Utility Package
 - a. HISD and HCC met last month to coordinate the planned utilities for the new campus.
 - b. The site survey has been completed and should be received this week.
 - c. Geotechnical study to begin Friday May 17, 2013.
2. NHECHS planned Capacity Model discussion
 - a. The Draft Capacity Model was discussed and changes were made by the group during the meeting.
 - b. The PAT agreed to plan on installing the Multipurpose Room and Student Dining next to each other separated by a folding partition wall to create one large joint room when needed.
 - c. Early College High School students are required to complete one full year of Physical Education.
 - a. PAT determined new campus will have a multipurpose room for Athletics.
 - d. A side room off of the Multipurpose Room with a glass wall was requested to create a fitness room.
 - e. PAT removed Visual Arts and kept one Performing Arts teaching station.
 - f. Office space for Registrar and Attendance will have a central storage/filing area that will be shared by both offices.
 - a. These spaces must be wheelchair accessible.
3. The current schedule to begin construction of the new campus is to break ground in 2013. NHECHS was concerned about the potential timeline for completing this project. HISD and the project team will do everything possible to expedite the process, which includes the summer site utility package work already in design.
4. HISD will make sure maintenance performs a thorough inspection of the existing T-Building campus to make sure maintenance needs are addressed until T-Buildings are removed from site.

What to Expect Next PAT Meeting

1. Continue discussion of the Capacity Model and Space Requirements.

NEXT MEETING: June 13, 2013 at 2:00 pm.

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

Sincerely,

David W. Funk
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attachment:

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