



Meeting Minutes

North Houston Early College High School

MEETING NO.: 006

LOCATION: North Houston Early College High School

DATE / TIME: June 13, 2013, 2:00 pm

ATTENDEES: Angela Lundy-Jackson, Principal, Geoffrey Ohl, Assistant Principal, Juana Espino, PTO President, Lucille Dew, Registrar, Gilda Torres, HISD-IT, Aleicia Roberts, HISD-College Access, Raul Ortegon, HCCS-Campus Manager, Kedrick Wright, HISD-Sr. Manager of Facilities Planning, David Funk, HISD-Facility Planner, Carmen Garcia, HISD-NHECHS, Derrick Sanders, HISD-Bond Construction

PURPOSE: The purpose of this meeting was to focus on the Capacity Model, Space Requirements and begin developing site specific Educational Specifications for North Early College High School.

AGENDA ITEMS:

- Status of site work to be completed this summer
- Review Revised Space Requirements
- Review Draft Site Specific Educational Specifications
- What to expect next PAT Meeting

NOTES:

Discussion

1. Site Utility Package
 - a. Rdlr is approximately 2-3 weeks away from submitting to the city for permits.
 - b. Once submitted, the anticipated turnaround time from the city is 1-2 weeks.
2. NHECHS Site Specific Educational Specification discussion
 - a. The Draft Site Specific Educational Specification for NHECHS was distributed for the PAT to review and make comments.
 - b. Student Dinning Commons: The PAT prefers tables and chairs instead of tables with attached seating. This will allow for the rearrangement of the chairs for activities in the Multipurpose Room as well as use in the Student Dinning area.
 - c. Instrumental Music Learning Center: While NHECHS does not currently have a band, a discussion was held regarding the possibility of having a band in the future. The PAT made the decision not to incorporate space that could be used for band. The economics of a 400 student campus will not be able to support the cost of a band program.
 - a. Therefore, the PAT has deleted the Instrumental Music Learning Center, Instrument Storage, Uniform Storage and Music Library rooms from their site specific specifications.
 - d. The PAT would like to revisit the "Flex Lab" and determine how exactly they want to use that space.
 - e. The PAT wants to know if the building will be 2 stories or 3.
 - a. Once the square footage required for the Educational Program of NHECHS is determined, the Architect will present multiple design options. The City of Houston has restrictions on the percentage of a site that can be covered by a new building, which will also influence the number of floors the new building has.
 - f. Food Service/Kitchen – The PAT had some concern about the amount of space currently allocated for the kitchen and food preparation areas. Currently, no full time Food Service staff is dedicated to NHECHS; therefore the PAT does not understand the need for a Food Service office, restrooms, lockers rooms, etc. The PAT believes without full-time food service staff at the campus, the space currently allotted for the kitchen and food preparation areas could be better utilized elsewhere on the campus.
 - g. Learning Commons: Some of this square footage will include NHECHS' "Go Center".

What to Expect Next PAT Meeting

1. Continue discussion of the Draft Site Specific Educational Specification.
2. Obtain additional Feedback on Site Specific Educational Specifications from PAT
3. Review of Draft Site Specific Educational Specification Matrix

ACTION ITEMS:

NEXT MEETING: July 18, 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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