



Project Advisory Team (PAT) Meeting Minutes

North Forest High School

MEETING NO: 004
DATE/TIME: December 9, 2013 4:30 PM
LOCATION: North Forest High School
ATTENDEES: Principal Farinas, Jarvis Dillard, Crystal Blanchard, LaShaun Porter, Princess Jenkins, Kenneth Owens, Katherine Fisher, Ron Roberts, Wendy Heger, Robert Meyers, Dan Bankhead, Joi Simmons
PURPOSE: The focus of this meeting is to review site plan layout and proposed building design for North Forest High School.

AGENDA ITEMS:

- Site Plan Update
- Floor Plan Review
- What to Expect at the next PAT Meeting

NOTES:

Discussion:

1. Mrs. Wendy Heger (Page Southerland Page Architects) presented a revised site and building layout.
2. Dan Bankhead stated that District officials, except the Superintendent, reviewed and were in basic agreement with the proposed site layout. Further comments will be given at the next Design Meeting.
3. One of the initial comments/questions was whether the Small Learning Communities (SLCs) might be able to be moved closer to the Commons area. Wendy Heger explained the rationale for having open/green space between those elements.
4. The PAT asked for clarification regarding which parking areas were designated for each population (students, teachers, etc.). They wanted to make sure that vehicular access of students, parents, buses, and teachers are separate. They prefer teacher parking in the far north and south lots. They want to make sure student and parent vehicular circulation does not mix with the bus loop. The PAT agreed that it is okay to mix staff vehicular circulation with bus circulation.
5. The PAT was in general agreement with the site plan presented.
6. The Architect showed a preliminary suggestion of program distribution on the site plan. Principal Farinas did not want Administration immediately adjacent to the Gym. She suggested that adjacency to the performing arts spaces would be preferable. The PAT suggested swapping the Agriculture and Law Enforcement buildings so that Agriculture could take advantage of the service drive for heavy equipment. The Architects will incorporate comments into the revised scheme after the design review meeting with HISD staff.
7. Princess Jenkins, HISD Facilities Planner, distributed detailed room descriptions/programming information and asked the PAT to review/edit the areas that are not specifically prescribed by the District, including the "Neighborhoods." PAT members are to review/edit packets and return to Ms. Jenkins before the next PAT meeting.

What to Expect at the Next PAT Meeting:

1. The Architect will present updated site and floor plans.
2. The PAT will discuss the draft room descriptions.

ACTION ITEMS:

- 4-01 Review and submit changes to the draft room descriptions. (NFHS PAT)
- 4-02 Update the Career and Technical Education room descriptions and send to PAT (HISD Facilities Planning)

NEXT PAT MEETING: The next PAT Meeting will be held on January 13, 2014 at 4:30 pm.

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

Sincerely,

Ronald Roberts

Program Manager, HISD

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