



Meeting Minutes
Sterling High School

MEETING NO.: 004

LOCATION: Sterling High School

DATE / TIME: July 18, 2013, 8:00 a.m.

ATTENDEES: Rev. Al Hickman, New Commandment Church; Craig Johnson, D.A.D.S for Education; Norris Groves, HPD / Community Advisor; Jennifer Henrikson, SHW Group; Ashlea Hogancamp, SHW Group; Taryn Kinney, SHW Group; Tracy Eich, SHW Group; Shane Kenney, HISD Sterling HS, Linda Turner, P.T.O.; Dave Funk, HISD-Facility Planning; Clay Clayton, Heery International; Kedrick Wright, HISD – Facility Design; LaJuan Harris, HISD – Facility Planning

PURPOSE: The purposes of this meeting were to introduce the architects for the project, review the Guiding Principles, determine the Space Requirements, and review the District Wide Educational Specifications.

AGENDA ITEMS:

- Introduction of SHW Group
- Review Sterling's Guiding Principles
- Begin Space Requirements and discussion of Site Specific Educational Specifications
- What to expect at the next Project Advisory Team Meeting

NOTES:

Discussion

1. SHW Group was introduced as the architectural firm that will be designing the new Sterling High School. The firm presented information about SHW to introduce themselves to the PAT.
 - a. SHW team members assigned to the project are:
 - i. Jennifer Henrikson, SHW Principal-In-Charge
 - ii. Ashlea Hogancamp, Project Manager
 - iii. Taryn Kinney, Facility Planner
 - iv. Tracy Eich, SHW Design Partner
 - b. Historical information about the firm that was presented to the group included:
 - i. The firm has over 70 years of experience.
 - ii. The firm is dedicated to educational design, mainly K-12.
 - iii. The firm has worked in 37 states including 350 school districts in Texas.
 - iv. HISD schools that the firm has designed include:
 1. Park Place Elementary
 2. Gregory Lincoln Educational Center
 3. Anderson Elementary (Renovation)
 4. Fondren Middle School (Renovation)
 5. Milne Elementary (Renovation)
 - v. Other local School District's projects that were presented were:
 1. Gloria Marshall Elementary in Spring ISD – The school's design focused on energy conservation.
 2. Salyards Middle School – The school was designed with transparent corridor walls that allow a separation of students while still maintaining visibility. This school will be considered for a site visit later in the year.

3. Winche Academy in Spring ISD – This school has three academic academies which utilize double height spaces, and moveable walls. The success of this school is dependent on the partnerships the school has with the community. This school will be considered for a site visit later in the year.
2. Questions / Concerns
 - a. Is it practical to build an energy efficient school?
 - i. The new building will be energy efficient. The District has mandated that all new schools meet the minimum LEED (Leadership in Energy and Environmental Design) certification. Even without this mandate an energy efficient building can be built with attention to details such as what materials are used, orientation on site, and location of windows.
 - b. Will the cost of utilities be reduced with the new energy efficient building compared to the existing building?
 - i. A comparison of the two buildings would not be practical since the buildings are designed to meet different code requirements. The utility cost will likely increase because of requirements that must be met for fresh air and other code requirements. However, these requirements greatly improve the overall health of the building and in turn the students and staff.
 - c. How do we balance between a visible/open building (glass walls) and the need for security during a lockdown situation? .
 - i. Officer Norris Groves stated it was more important to control entry to the school. He stated it is important the new facility be set back from the street to allow administration and the police an opportunity to react to any hostile situation.
 3. Guiding Principles for Sterling High School were reviewed with the PAT for their approval.
 - a. Four of the five principles were approved by the PAT. The revised principles will be sent to the Principal for final approval.
 - i. An Environment of Success – Every student is empowered with the skills and knowledge needed for college and career readiness. Physical space for both instruction and practice mimics real-life, professional settings.
 - ii. Collaboration – All spaces encourage community (teachers/students, students/students, teacher/teachers, etc.) to work collaboratively to facilitate a culture of high expectations.
 - iii. Community Involvement – Sterling High School is more than just a building for students. Its physical structure and open concepts offer opportunity and availability to the greater South Houston community. The group posed the following questions on this principle that will be discussed further with the Principal:
 1. How do we build in space for community to bring in what students need?
 2. How do we plan for the changes in the community?
 3. How do we make school the center of the community?
 4. Can the design include multipurpose spaces that are not accessible to the academic areas?
 - iv. Safety – Sterling will have an open visible environment with a logical flow.
 - v. A Culture of Success and Achievement – We are a highly structured, focused, and accountable school whose culture drives student achievement. Our focus is on the complete development of young adults by esteeming the values of Scholarship, Ownership, Ambition, and Respect.
 1. The groups discussed the fact that the school needed to change the culture at the school. Students needed opportunities to learn how to lead and they needed to be taught leadership skills.
 2. The last sentence of this principle was revised to state, “Our focus is on the complete development of young adults by esteeming the values of Scholarship, Ownership, Ambition, Respect, and Leadership”.
 - b. The revised Guiding Principles were sent to Principal Mitchell for review.
 1. Principal Mitchell approved the revised Guiding Principles as revised in 3.a.v.2 above.
 2. The approved Guiding Principles will be posted to the Bond Website.
 4. The Space Descriptions were left with the PAT for their review. The group decided to set up several interim meetings with different focus groups to review prior to the next PAT meeting. The first internal meeting will be July 25, 2013 at 9 a.m. A series of meetings will also be set up to discuss the aviation program needs with industry specialists.
 - a. Sterling High School staff is in the process determining program pathways and contacting industry experts to assist with space requirements.

What to expect next Project Advisory Team meeting:

1. Finalize discussion about the Space Requirements
2. Develop Site Specific Educational Specifications

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ACTION ITEMS:

- 4-01 Approve and post completed Guiding Principles. (Principal Mitchell & Facilities Planning)
- 4-02 Sterling PAT will be having a working session to gather input from stakeholders for space requirements on July 25, 2013. (PAT)
- 4-03 Review and revise Space Descriptions (PAT)
- 4-04 Send a copy of 2013-14 Course Schedule to Facilities Planning (Sterling staff)

NEXT MEETING: August 15, 2013 9:00am.

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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