



Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 006

LOCATION: Waltrip High School, College Prep Room

DATE / TIME: October 16, 2013, 8:30am-11:30am (PAT Workshop)

ATTENDEES: Kristie Barbee, Teacher/Dept. Chair-Alumni; Gloria Barrera, HISD Planner; Catherine Clay, Teacher; Rebecca DeLaRosa, Teacher; Kevin Dunn, Waltrip PTA; Dr. Jon Enloe, Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Eric Ford, HISD-Facilities Design; Mary Gibson, Teacher/Alumni; LaJuan Harris, HISD Planner; Kimberly Hickson, Gensler Architects; Nina Murrell-Kisner, Gensler Architects; Veronica Leonard, Teacher/Math Dept. Chair; John Marshall, CMAR-GC; Jane Ann Roberts, Parent/Community/PTA VP; Andria Schur, Principal; Ken Smith, CMAR-GC; Mark Sullivan, Gensler Architects; Jeff Turner, Staff Member; Nita Velarde, Teacher; Linnea Wingo, Architect; Stephanie Witherspoon, Teacher; Kendrick Wright, HISD-Facilities Design.

PURPOSE: The purpose of this meeting was to finalize 2012 Bond Project Scope Concepts so the Educational Specifications can be completed.

Table with 9 columns: Programming/ Capacity Model/ Ed. Specs., Community Meeting 1, Schematic Design/ Design Charrette, Design Development, Community Meeting 2, Contract Documents, Permitting, Community Meeting 3, Construction

AGENDA ITEMS:

- Discuss scope of 2012 Bond Project
Present 2012 Bond Project scope concepts that address the priorities expressed by PAT members
Consider areas of campus not previously improved (Kitchen, Locker Rooms, etc.)
What to expect at next Project Advisory Meeting

NOTES:

- Mrs. Gloria Barrera opened the meeting with an introduction of those present and noted the meeting will be a workshop rather than a standard PAT Meeting.
The group was reminded of the upcoming 21st Century Furniture Expo (Nov. 5, 2013; 1:30pm at Terrell Middle School) and the first Community Meeting (Nov. 7, 2013; 6:30pm at Waltrip Auditorium)
Mrs. Barrera provided an overview of the next steps in the planning process and described the activities planned for this workshop.
Ms. Kimberly Hickson and Ms. Nina Murrell-Kisner of Gensler presented architectural concepts for discussion by the PAT. This presentation focused on building massing and locations within or adjacent to the existing campus that might be considered for renovation or addition, depending on direction from the PAT. The architects explained that demolition would entail additional new building. The discussion of adjusting demolition and re-evaluating current concepts continued for the entire facility. The discussion centered on how to be sure the campus is getting the most for the budgeted money available. The result provided direction to the Architects to begin the analysis of what could happen to make the facility a 21st Century learning environment.
Mrs. Barrera explained the next step was to complete the capacity model. This will help determine what spaces can be used as they are and what spaces could or should be considered for some type of renovation.

Customer Focused . . . Always Responsive!

6. The scope definition process was described in further detail. Mr. Scott Fendrick noted that locations and adjacencies were the goal of today's session. He also reminded the PAT group that there would be a two-day design charrette (workshop) to further develop ideas.
7. The PAT requested additional clarity on what 2007 Bond scope of work remains to be complete and stressed that as the design develops a comparison of potential conflicts must be performed. The design team agreed.
8. Some of the concepts which were accepted by the PAT are:
 - a. Consider the Gymnasiums, Pool, and Auditorium as existing areas to remain, but adjacent spaces can be redesigned as need to accomplish the goals of those spaces.
 - b. Auditorium seating capacity was discussed and it was noted that money spent in this area would prevent additional development of other spaces. It was agreed that this would be discussed over the next several meetings. Seating replacement was discussed as a possibility that was not previously identified.
 - c. The campus might be best served if the potential new wing, or addition, contained the specialty types of construction as these areas have specific requirements and are very hard to fit within existing spaces at existing locations. Examples of these are science, daycare, and administration.
 - d. Safe vehicular and pedestrian traffic around and within site is a priority
 - e. Inclusion of bleachers for most events (basketball, swimming, baseball, etc.) needs to be considered. Restroom renovations considered in the 2007 Bond scope should be evaluated to determine if the improvements need to be augmented by the 2012 Bond Project.
9. The Educational Specifications will be developed specifically for Waltrip following this meeting. PAT members were asked to review and edit the Room Descriptions that have been given to them by HISD Facilities Planning and to send comments to Mrs. Barrera.
10. The next PAT meeting will be Oct. 28, 2013, from 4:30am to 6:00pm. Teachers and students are encouraged to attend. The Architects have presented various concepts and the capacity model will be addressed.
11. A Community Meeting will be held on Nov. 7, 2013, at 6:30pm. This is an opportunity for the broader school community to be informed about the status project at Waltrip HS. A presentation will be made by the Architects and HISD Planning regarding the progress to date on both 2007 and 2012 projects. There will also be an opportunity to address any questions the community may have concerning the project.

ACTION ITEMS:

1. Further, define the capacity model as it relates to the proposed scope concepts. (HISD Planning)
2. Review and revise Space Descriptions (PAT)
3. Develop draft Educational Specifications. (Facilities Planning)

NEXT MEETING:

- Review the Draft Educational Specification that will be created by HISD Planning in response to feedback and direction from Principal and teachers.
- Review capacity model and analysis of existing spaces at Waltrip.
- Finalize concept and scope for 2012 Bond project, which will complete the Planning phase of the project.

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

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9300
sfendric@houstonisd.org

Attachment: Sign In Sheet 10-16-2013

Customer Focused . . . Always Responsive!

Office: 713-556-9299

Fax: 713-676-9582