Project Advisory Team (PAT) Meeting Minutes
Worthing High School

MEETING NO.: 009
LOCATION: Worthing High School
DATE / TIME: January 6, 2014
ATTENDEES: Princess Jenkins; Facilities Planner, Ronald Roberts; Project Manager, Rhonda Booker; Teacher, John Modest Jr., Principal, Noe Almaguer, MW Architects Project Manager, LaTonya Perry, Project Coordinator, Mark Ball; Art Instructor, Denetris Jones; Secretary,

PURPOSE: The purpose of the PAT Meeting was to review the Guiding Principles and to discuss the Room Descriptions that will be used to develop the Site Specific Educational Specification.

AGENDA ITEMS:
- Review and discuss draft Space Requirements and Room Descriptions
- Finalize Guiding Principles (PAT)
- Establish date for the Design Charrette
- What to Expect at the next PAT Meeting

NOTES:
Discussion:
1. The PAT Members revised the Guiding Principles as follows:
   a. The building should be an environment where students, faculty, staff and community feel safe and secure.
   b. The use of technology will be integrated and promoted throughout the curriculum, and will make learning more interactive and seamlessly embedded in the daily school routine.
   c. The design will incorporate flexibility to adapt to the universal learning styles of all students.
   d. 21st Century Principles of Learning will focus on collaboration, linked learning, interdisciplinary studies, and teaming. College and career readiness will be emphasized throughout the school community.
2. Princess Jenkins reviewed the Capacity Model with the following updates:
   a. Visual Arts – Richard Williams, Art Teacher, informed attendees that the Visual Arts Learning Center needs separate spaces for Visual Arts, Ceramics Room, Kiln, and Storage due to the dust produced from ceramics and the safety measures required of Kiln spaces. He recommends the Kiln Room have an exterior entry door because the kiln has to be fired up for at least 24 hours prior to use. 200 square feet was added to accommodate the ceramics space.
   b. The Instrumental Music Learning Center was reduced to 1,800 square feet.
   c. Vocal Music Learning Center was reduced to 1,200 square feet.
   d. Physical Education – Gymnasium square footage can be reduced to have a seating occupancy of 800 and remaining square feet can be allocated to another program space.
   e. Physical Education – In the Auxiliary Gymnasium, the PAT Committee members do not think seating is required in this space. The removed seating space can be allocated to another program space.
   f. A suggestion was made to allocate the deducted square feet from gymnasiums to a Dance/Theatre Learning Center. Princess Jenkins will review the required seating square feet for 800 seats and adjust the Capacity Model and Space Requirements accordingly for both gyms.
3. The Design Charrette is tentatively scheduled for January 28th and 29th, 2014. The date might be modified later this week. Both are half day schedules for PAT members. The Design Charrette will look at site conceptual design, program spaces adjacencies, design ideas and inspirations for the Architect to start the actual design process.
4. The next PAT meeting will be on Monday, February 3, 2014 at 4:00 pm.
5. Princess Jenkins requested to have Guiding Principles input from the school before the Design Charrette.
6. Noe Almaguer suggested student participation during the Design Charrette because of their fresh approach and informative design ideas.

What to Expect at the Next PAT Meeting:
1. The PAT will discuss the Design Charrette.
2. The Architect will present updates from the Design Charrette.
3. The PAT will discuss the 2007 Addition spaces and the needed 2012 Bond Spaces.

ACTION ITEMS:
9-01 Finalize Guiding Principles and submit back to HISD (Worthing PAT)
9-02 Update Space Requirements (HISD Facilities Planning)
9-03 Evaluate 2007 and 2012 Spaces for Worthing High School (HISD Facilities Planning)

NEXT PAT MEETING: The next PAT meeting will be held on Monday, February 3, 2014 at 4:00 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
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