



CONSTRUCTION AND FACILITY SERVICES (CFS)
3200 Center Street, Houston TX 77007-5909

Facilities Planning

PAT Meeting Minutes

Evan E. Worthing High School

MEETING NO.: 006

LOCATION: Evan E. Worthing High School

DATE / TIME: December 17, 2013, 2:00 pm

ATTENDEES: Princess Jenkins, HISD Facilities Planning, Morris Bennett, KWAME-HISD-Project Manager, Kedrick Wright-HISD Senior Manager-Facilities Design, Rhonda Booker, L.S. Teacher, Giovanna H. Pennick, English Teacher, Brandon, Ellis, Teacher/Coach, Kim Fregia Denson, Cosmetology Teacher, Paul Jones, SAI JROTC, John Modest Jr., Principal, Mary Walker, President, Noe Almaguer, Architect, Project Manager, LaTonya Perry, Architect, Project Coordinator

PURPOSE: The focus of this meeting was to review the update on the development of the Space Requirements and Room Descriptions.

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
- Brief description of the 2007 Addition

NOTES:

Discussion

1. Giovanna Pennick presented a brief PowerPoint presentation of her visit to the HISD Furniture Expo on November 5, 2013. The presentation highlights are as follows:
 - a. Dr. Dieter Breithecker, an educational researcher from Wiesbaden, Germany, provided a lecture on ergonomics and how a classroom should be set up and the types of furniture students should use to accommodate the body's natural movements for comfort and learning. Treating the learning environment surroundings with plenty of natural light and minimizing equipment noises will have a positive impact on the students' learning process. He expressed verbally, visually and displayed a video of how students respond to learning when using furniture that allows body movement.
 - b. During her Expo tour, Ms. Pennick discussed with different vendors their different pieces of educational furniture and tried out the various types of furniture.
 - c. Ms. Pennick distributed literature collected from various vendors to show examples of some of the furniture. This literature is available for review in her classroom.
 - d. The District is moving away from fixed furniture to flexible furniture to create a flexible environment for learning.
2. Princess Jenkins reviewed the Capacity Model with the following updates:
 - a. Current Capacity Model does not have space allocated for the Central Care Clinic, which needs 2,100 square feet. HISD needs to schedule a meeting with Central Care and current UT Baylor to determine scope of Central Care to service school and community.
 - b. Neighborhoods – Special Education Learning Center: 50 square feet were added to the Special Education Job Training Center for a total of 500 square feet. Special Education requires a Record File Room.
 - c. CTE – Hospitality/Tourism Lab: The Lab is proposed to be set up with a Hotel Lobby on one side of the room and kitchen on the other. HISD Facilities Planning is discussing with CTE department to determine if a kitchen is required.
 - d. CTE – Reduced Animal/Veterinary Sciences Lab to 1,650 square feet and the Storage to 200 square feet because animal interaction will be off campus.
 - e. CTE – For Health Science Learning Center, added 400 square feet to room space for Clinic.
 - f. Performing Arts – Instrumental Music Learning Center: A sink will be added to Instrument Storage room to maintain instruments.
 - g. Performing Arts – Dance Learning Center/Auditorium: The committee is considering outfitting the auditorium stage to function as dance space.

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- h. Performing Arts – Revised Shared Workroom name to Shared Workroom/Office.
- i. Physical Education/Athletics – Reallocated 1,200 square feet for a multi-purpose room with tiered seating for lecturing and meeting space. The space will be used by JROTC, Band, and Athletics. This space can be used as a Learning Center during day. Discussions for this space will continue. Tiered seating will be retractable.
- j. In previous meeting, it was discussed that Worthing HS will no longer offer Cosmetology. Dr. Modest explained that because of the enrollment being below the required 150 students, there are not enough students to support an instructor. HISD will offer this course at other high schools and students currently enrolled in Cosmetology will be able to complete their program at these locations.
- k. Administration/Guidance – The identified orange spaces on the December 17, 2013, Capacity Model are for administration personnel that may need an office.
- l. Administration/Guidance – The Administration currently has 2 Storage spaces; one is for school store and will be used to store supplies.
- m. Administration/Guidance – Added 200 square feet for storage room.
- n. Administration/Guidance – Guidance/Student Services: Small Conference Room for SPED department will need to accommodate between 10 and 20 people. Room size was increased from 150 square feet to 300 square feet.
- o. Administration/Guidance – Guidance/Student Services: The Records/File Room quantity increased from 1 to 2. One space will be allocated for SPED and will be used as office space as well.
- p. Administration/Guidance – Guidance/Student Services: Added SPED Offices for a total of 2 at 100 square feet each.
- q. Administration/Guidance – Changed Administration/Guidance Workroom/Break Room to Communities in Schools Room.
- r. Administration/Guidance – Added a room for Textbook Storage @ 400 square feet.
- s. Administration/Guidance – Shared: Ms. Jenkins explained that Office 'A' (Itinerant) is for CIS and CPS use. The New Mother's Room will be used for nursing mothers.
- t. Custodial/Maintenance – Removed School Bus Office (100 square feet) from the Capacity Model.
- u. Ms. Jenkins will provide a revised draft Capacity Model incorporating the above changes at the next PAT Meeting.
- 3. The Architect will revise the draft of the spread sheet similar to the Capacity Model identifying each space in the 2007 Addition for PAT to discuss. The 2007 Addition spaces will be coordinated with the 2012 Bond scope.
- 4. Ms. Jenkins distributed the Room Descriptions at the December 2, 2013 PAT Meeting for members to share and review with other members. The PAT will provide comments by the next PAT Meeting to Ms. Jenkins.
- 5. The Architect reviewed the 2007 Addition project scope of work, including current layout, 2007 Addition building orientation, 2007 Addition's planned parking and the site available areas for the 2012 Bond Project.
- 6. The next meeting will be on Tuesday, January 6, 2014, at 10:00 am. This will be the day HISD administration returns from winter break and the first PAT meeting for 2014.
- 7. Kedrick Wright provided tentative dates of January 28-29, 2014 for the Design Charrette. The Charrette will help determine the shape and orientation of the 2012 project on site.

What to Expect at the Next PAT Meeting:

- 1. Continue review of the draft Space Requirements and Room Descriptions.

NEXT PAT MEETING: The Next PAT meeting will be held on January 6, 2014 at 10:00am.

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,

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