



**Meeting Minutes**

**Young Men's College Preparatory Academy**

**MEETING NO.:** 001

**LOCATION:** Young Men's College Preparatory Academy

**DATE / TIME:** May 8, 2013, 4:00 pm

**ATTENDEES:** Patty R. Guzman, Parent; Eric Potier, SDMC; Saul Cantu, Teacher; Kevin Villalta, Student; Reginald Adams, Parent; Anthony Guzman, Student; Damieon Crook, Principal; Jason Prince, Teacher; Sue Robertson, HISD-Facility Planning, Kedrick Wright, HISD-Facility Planning

**PURPOSE:** The purpose of this meeting was to focus on beginning the conversation about the Capacity Model and Space Requirements for Young Men's College Preparatory Academy.

**AGENDA ITEMS:**

- Introductions
- Young Men's College Preparatory Academy's Guiding Principles
- Overview of the process
  - Planning, Design and Construction for New Schools and Renovations
  - Roles and Responsibilities
- What is an Educational Specification
  - District-Wide Educational Specification
  - Site Specific Educational Specification
- Design Guidelines
- What to expect next Project Advisory Team Meeting

**NOTES:**

**Discussion**

1. 2012 HISD Facilities Capital Program Proposal Document (Blue Sheet).
  - a. The scope of work for Young Men's College Preparatory Academy (YMCPA): Partial replacement and general renovations to complement portions of the Howard Payne Carter Career Center with a capacity of 900 -1,000 students. The proposed budget for YMCPA is \$28,675,000.
  - b. Footnote 6: The current allocation for Young Men's College Preparatory Academy (YMCPA) will allow for demolition of the EO Smith facility, the addition of a smaller facility, and the renovation of the HP Carter facility for use by YMCPA. An alternate plan for the project to include the demolition of both the EO Smith and HP Carter facilities and the building of a new school would cost an additional \$13,727,000.
2. YMCPA is currently in the planning and design phase. Construction is scheduled to begin mid to late 2014.
  - a. The Master Schedule is being developed and will be shared as soon as it is complete.
3. Young Men's College Preparatory Academy is not a zoned school and draws students from throughout the district.
  - a. The PAT must define what constitutes YMCPA's "community", in addition to the geographic neighborhood.
4. There will be community wide meetings at 3 critical milestones: (Schematic Design, Design Development and when construction is about to begin).
  - a. Keep the community informed.
  - b. Allow for direct community feedback.
5. PAT members were asked to send a representative in their place if they cannot attend one of the regularly scheduled meetings.
6. HISD District Wide Educational Specification lists what it takes to achieve 21<sup>st</sup> century learning space. It includes:
  - a. The Capacity Model
  - b. Space Requirements
  - c. Room Descriptions
  - d. Design Guidelines

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7. YMCPA's current enrollment
  - a. Current school year
    - i. Grade levels: 6,7,9 & 10
    - ii. Enrollment: 260 students
  - b. Next school year
    - i. Grade levels: 6,7,8, 9, 10 & 11
    - ii. Enrollment: 415 students
  - c. The middle school grade levels consist of 105 students per grade level
8. YMCPA's planned capacity
  - d. The Bond lists YMCPA's new capacity at 900 – 1,000 students.
    - i. 900 is the program capacity; 1,000 is the core capacity (i.e. cafeteria and gymnasium)
    - ii. For now, the Design Team will plan for 900 – 950 students.
  - e. The 2012 Bond was based on 140 square feet per student and 85% utilization.
9. At this stage in the planning process the “currency” the Design Team is dealing with is square footage.

#### **Question and Answer**

1. Are the Educational Specification guidelines a district or state requirement?
  - a. The Educational Specification (Ed. Spec.) is developed by the HISD Facility Planning Staff, based on TEA standards, educational program delivery, and best practice.
2. Will there be an auditorium?
  - a. YMCPA's PAT feels there needs to be a “space to meet and perform”.
  - b. Whether or not there will be an auditorium will be decided by YMCPA's PAT since the square footage for that space will be within the square footage “budget” for the project.

#### **What to Expect at the Next Meeting**

1. We will plan for the architect to attend next month's PAT meeting.
  - a. Architect to bring examples of 21<sup>st</sup> Century Learning space.
2. Review updated Capacity Model.

#### **ACTION ITEMS:**

- 1-01 Update YMCPA Capacity Model (HISD Facilities Planning).

**NEXT MEETING:** June 24, 2013, 2:30 - 4:00pm.

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 Funk  
Facility Planner, Facility Planning  
HISD – Construction & Facility Services  
3200 Center Street, Houston, TX 77007  
Phone: (713) 556-9307

attachment:

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**Office: 713-556-9299**

**Fax: 713-676-9582**