



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

Facilities Planning

Project Advisory Team Meeting Minutes
Jack Yates High School

MEETING NO.: 005

LOCATION: Jack Yates High School

DATE / TIME: December 04, 2013, 5:00 pm

ATTENDEES: Donetrus Hill, Principal; Ray Gatlin, Assistant Principal; Arva Howard, Community Member; Larry Blackmon, Community Member, ; Wally Huerta, Moody-Nolan Architects; Angela Wright, Parent; Gloria Barrera, HISD-Facilities Planning; Princess Jenkins, HISD-Facilities Planning; Ted Sims, TSG Industries; Bob Menefee, TSG Industries; Tameka Jeffery, Assistant Principal; Albert Ray, Moody-Nolan Architects; Morris Bennett, HISD Program Manager; Kedrick Wright, HISD-Facilities Design; Johnny O'Connor, School Support Officer; Andrew Houlihan, Chief School Support Officer; Jaa St. Julien, One World Strong; Tony Morris, Community Member;

PURPOSE: The purpose of this meeting was to focus on the Capacity Model and draft Space Requirements for Jack Yates High School.

AGENDA ITEMS:

- Finalize Guiding Principles
- Discuss the Capacity Model
- Discuss the draft Space Requirements
- What to expect at the next Project Advisory Team Meeting

NOTES:

Discussion:

1. Principal Hill welcomed everybody to the PAT meeting and mentioned that there would be several guests including Mr. Johnny O'Connor, School Support Officer and Mr. Andrew Houlihan, Chief Academic Officer.
2. Princess Jenkins, HISD Facilities Planner, stated that the focus of the meeting is to discuss the capacity model. Ms. Jenkins emphasized that the model she is showing is fluid and is for discussion and input from the PAT. This is the first step in the planning process.
 - a. The Capacity Model Definitions were presented to the PAT. We are planning for a building of 210,000 square feet. The Program Capacity for Yates High School will be for 1,300 – 1,500 students and 210,000 square feet.
 - b. Mr. Blackmon (Yates Alumni) asked: What is the existing square footage of Jack Yates High School? He stated that he believes the existing square footage is 293,000 square feet which is a significant difference from the new plan. Mr. Blackmon doesn't want HISD to build too small of a facility for the future. HISD staff will provide the PAT with this answer at the next meeting.
 - c. Staff members discussed the percent utilization (currently planned for 85% utilization) – how much of the day a teacher station is being utilized.
 - d. Ms. Jenkins passed out the draft Capacity Model and Space Requirements for both the HISD suggested model and the model that she created for Yates High School to begin the discussion about the required number of Teaching Stations. Ms. Jenkins emphasized that this is a starting point and PAT input is necessary to customize the Space Requirements.
 - i. The discussion began with the gymnasiums. The PAT believes that both a main gym and an auxiliary gym are needed. Adequate seating for the popular basketball program should be included.
 - ii. 32 Learning Centers are included in this model.

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- iii. There will be a main Learning Commons (Library) area and Extended Learning Areas dispersed throughout the school.
 - iv. The PAT felt that there will need to be 6 Special Education Learning Centers.
 - v. There will be 6 Teaching Stations Specific to Program (Career and Technical Education). These CTE Career pathway programs will include:
 - a. Transportation: Logistics/Maritime Learning Center
 - b. Arts A/V: Print Technology Lab
 - c. Arts A/V: Film/Sound Production Lab
 - d. Finance: Accounting Lab
 - e. Hospitality: Hotel Management
 - f. Human Services: Cosmetology
 - The above include changes that will go into effect for the next school year for Yates High School.
 - A question was asked: How will these programs be added to the school system and when? The CTE programs will begin in Fall 2014. Spaces for these programs will be planned in the new building.
 - vi. The suggested 8 Science Wet Labs were agreed upon for the new building. Each space will be 1,650 square feet which will allow for the Lab and lecture area to be together.
 - vii. There are 2 JROTC Learning Centers.
 - viii. There is also one Learning Center each for Dance, Theater Arts, Visual Arts, Vocal Music and Instrumental Music.
- e. The draft Capacity Model is complete for now but will be revisited at the next PAT meeting.
3. Space Requirements Discussion:
- a. The PAT requested to include a Transitional Life Skills resource space of 800 Square feet that can be shared. In this space students learn how to work at a job.
 - b. Princess Jenkins needs more information from the campus on which CTE Pathways will be included in the new building. Further discussions will be had in the future regarding CTE programs at Yates.
 - c. Large and Small Learning Centers for JROTC are provided. These spaces are based on the HISD district wide standards.
 - i. The learning centers can be converted to a practice range. The JROTC spaces will also need exterior access to the drill area and access to the gymnasium/lockers for shared use of the changing facilities.
 - d. The Physical Education lobby can be shared space with other performance spaces. It was stated that the school has tournaments and they will also need two gyms.
 - e. HISD uses district wide athletic facilities for Varsity games. A question was asked: Is it possible the training room can be removed if not needed? Yes, but there needs to be discussion had with administration and the athletics department regarding spaces needed for the school.
 - f. The PAT discussed the idea of the Guidance suite being disbursed throughout the facility, and discussed various office sizes to meet the needs of different professionals.
 - g. The PAT requested adding a textbook room/storage.
4. Members of the PAT want Yates High School to be designed and built similar to Dawson High School in Pearland.
5. Trustee Paula Harris stopped in during the meeting to talk to the PAT. She stated that HISD and the PM need to be more attentive to making sure the meetings happen as scheduled. She suggested the Principal get information on where the students are transferring to and what it would take to get them back to Yates High School.
6. Mr. Houlihan spoke up and stated that the committee needs more education on what 21st century school design means. Mr. Houlihan emphasized that we need students involved, to help inform the process. HISD staff committed to bring a 21st century learning presentation to the next meeting.
7. It was stated that the next meeting scheduled for December 19, 2013 is the finals week and early dismissal. The basketball team is leaving to go out of town so this meeting will be postponed until January 16, 2014.

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8. Gloria Barrera advised the PAT that a tour to visit Dawson High School and Salyards Middle School in Cypress-Fairbanks was planned for next week. The PAT expressed concern that the tour would interfere with Election Day activities.
9. The PAT wants to make sure HISD builds the right size school, make it large enough for the future.
10. The interior and the course offering are critical for the new school. A question was raised for the school's administration: What are the relevant courses we want to focus on offering? Ms. Howard asked if the District is looking at curriculum as it is now or for the future.
11. The Principal committed to listening and to collaborating and closed the meeting. He stated we will continue the discussion on January 16, 2014, the next PAT meeting.

What to Expect Next PAT Meeting:

1. We will continue discussion on the Capacity Model.
2. We will continue discussion on the draft Space Requirements.
3. 21ST Century learning presentation will be prepared for the PAT.

ACTION ITEMS:

- 5-01 Draft the Guiding Principles so they are ready to be approved at the next meeting. (Jack Yates PAT)
- 5-02 HISD staff will bring 21st century learning presentation to the next meeting. (HISD)

NEXT MEETING: The next PAT meeting will be held on January 16, 2014 at 5:00pm.

Please review the meeting minutes and submit any changes or corrections to Morris Bennett.

After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Morris Bennett

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