



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Stephen F. Austin High School

MEETING #: 3

LOCATION: Stephen F. Austin High School

DATE / TIME: November 13, 2014, 4:00pm

ATTENDEES: (those marked with a check were present)

<input checked="" type="checkbox"/>	Arredondo, Jorge	Principal, Austin HS	<input type="checkbox"/>	Maldonado, Alfonso	Alumni
<input type="checkbox"/>	Bankhead, Dan	HISD Facilities Design	<input checked="" type="checkbox"/>	Martinez, Nestor	HISD Project Manager
<input type="checkbox"/>	Bañuelos, Yadira	Class President	<input checked="" type="checkbox"/>	Nash, Covey	Alumni
<input type="checkbox"/>	Barrera, Gloria	HISD Facilities Design	<input checked="" type="checkbox"/>	Nelson, Joe	Alumni
<input checked="" type="checkbox"/>	Clayton, Clay	HISD Planning	<input type="checkbox"/>	Nino, Vianey	Secretary, Austin HS
<input type="checkbox"/>	Cruz, Casiano	Teacher	<input type="checkbox"/>	Robertson, Sue	HISD Planning
<input type="checkbox"/>	Degollado, Karen	Student	<input checked="" type="checkbox"/>	Roman, Tania	Student
<input type="checkbox"/>	Eckerman, Marsha		<input checked="" type="checkbox"/>	Royce, Jacque	Alumni
<input type="checkbox"/>	Harris, Tierra		<input type="checkbox"/>	Smith, Catherine	Teacher
<input checked="" type="checkbox"/>	Hennie, Ralph	Teacher	<input checked="" type="checkbox"/>	Zamora, Lydia	Teacher
<input checked="" type="checkbox"/>	Jenkins, Princess	HISD Planning	<input checked="" type="checkbox"/>	Runnels, Keavan	Band / Choral Teacher
<input type="checkbox"/>	Longoria, Noelia	School Support Officer	<input type="checkbox"/>		

PURPOSE: The purpose of this meeting was to approve the Guiding Principles and review the Space Requirements.

AGENDA:

- Approve Guiding Principles
- Review and discuss space requirements
- What to expect at the next PAT meeting

DISCUSSION:

1. Nestor Martinez, HISD Project Manager welcomed the participants.
2. Lydia Zamora, PAT member read aloud the Guiding Principles.
3. Princess Jenkins, HISD Facilities Planner explained the Guiding Principles were developed based on discussions with PAT members at the previous PAT meeting.
4. Ms. Jenkins stated she would revise the “flexibility” section of the Guiding Principles for clarity and send back to Principal Arredondo before she posts them on the bond website.
5. Ms. Jenkins stated she would provide additional PAT Handbook inserts at the next meeting.
6. Ms. Jenkins provided an overview of the drafts for the Capacity Model, Space Requirements Summary, and Space Requirements.
7. Joe Nelson, PAT member asked about the process to develop the drafts. Ms. Jenkins explained meetings were held with the user groups to develop the drafts. She further added the reason for user



group meetings early in the programming process is to reduce the process to 5 months from the typical 9 months.

8. Ms. Jenkins stated the architect will incorporate the space requirements into their design for the school. Mr. Martinez added the space requirements will also serve as a starting point for the architect in the development of the design.
9. Mr. Nelson asked how the draft documents correlate to one another. Ms. Jenkins provided an example using the Capacity Model and the Space Requirements Summary. Specifically, she highlighted the total teaching stations in the Capacity Model at 82 are reflected in the Space Requirements Summary total net teaching stations at 82.
10. Ms. Jenkins stated the process to determine the area for each space is based on number of students and the function of the space. Typically, HISD's learning centers are 850 square feet. Science learning centers are combinations of classroom and lab, accordingly they are nearly double in size at 1,650 square feet. Spaces with computer facilities for students such as Flex and Grad Labs at 950 square feet are slightly larger than a typical learning center.
11. Ms. Zamora explained the independent study activities occurring in the Grad Lab; that is, it allows students to acquire credits towards graduation.
12. Ms. Jenkins also presented information on the Learning Commons. The Learning Commons at 7,150 square feet is a large space, but Ms. Jenkins indicated there would be smaller extended learning areas located throughout the facility. The square footage for these will be drawn from the Learning Commons square footage allocation.
13. Ms. Jenkins provided an overview of the Special Education Learning Centers; typically these are self-contained spaces, meaning students remain in the classroom during most of the school day.
14. Ms. Jenkins further explained that the draft calls for eight Small Group Rooms of 120 square feet, and Storage at 1200 square feet both of which can be dispersed throughout the school.
15. Principal Arredondo requested the 12 Teaching Stations allocated for Science Learning be changed to 13 explaining the number of teachers are 14. Ms. Jenkins modified the draft accordingly.
16. Mr. Nelson asked for clarity on how the total square footage is determined for the facility. Ms. Jenkins reviewed the formula for determining the total. She also explained the number of students is set at 1800 students; the lower end of the capacity range.
17. Ms. Jenkins provided an overview of Career and Technical Education requirements. Though they adhere to typical classroom space requirements at 850 square feet they are also adjusted due to the specific needs of the CTE programs.
18. Mr. Arredondo asked if 2 kilns could be provided. This was not decided during the meeting. Ms. Jenkins would look into the possibility of an additional kiln.
19. A general discussion regarding the Performing Arts spaces centered on the adequacy of the space for the number of students in the band. Ms. Jenkins interjected the space should be adequate based on information from other campuses. Mr. Arredondo indicated the band is well represented at 100 to 110 students. Ms. Jenkins indicated an area would be available for the band to practice marching. Ms. Jenkins would look further into the adequacy of the space suggested.
20. A general discussion was held regarding the space requirements for Physical Education / Athletics. Ms. Jenkins stated that to comply with Title IX the Physical Education facilities will be identical. However, due to the differing requirements of the Athletic programs offered, the boys and girls athletic locker rooms may vary in size.
21. Ms. Zamora stated it is unfeasible to combine girls and boys on one field. Ms. Jenkins will research what site amenities will be included in the project, but added there are no guarantees there will be additional site improvements.



QUESTIONS/ANSWERS:

1. Ms. Jenkins responded to Mr. Nelson's query regarding the Teacher Work Center. She explained it was intended to be open plan with desks, copy machines, conference room and kitchenette facilities.
2. Tania Roman, PAT member, stated a kitchen was needed for teaching activities such as nutrition. Ms. Jenkins explained there was no Culinary CTE and that the education department should discuss CTE curriculum with Principal Arredondo. Ms. Roman indicated it was an important to the education of the students.

ACTION ITEMS:

- 3-1 Provide PAT handbook inserts at the next meeting (Jenkins).
- 3-2 Research site amenities line item (Jenkins).
- 3-3 Follow up on architect's contract status (Martinez).
- 3-4 Revise and send Guiding Principles to Principal Arredondo (Jenkins).

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Development of Educational Specifications.

NEXT PAT MEETING: Thursday, December 11, 2014 4:00 pm, Stephen F. Austin High School Library.

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

Sincerely,

Nestor Martinez

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