



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**Bellaire High School**

**MEETING #:** 14

**LOCATION:** Bellaire High School Library

**DATE / TIME:** November 18, 2014, 4:00pm

**ATTENDEES:** (those marked with a check were present)

<input checked="" type="checkbox"/>	Michael McDonough	Principal	<input checked="" type="checkbox"/>	Leisa Lovy	Parent
<input checked="" type="checkbox"/>	Sandi Johnson	Parent	<input type="checkbox"/>	Dan Wilkes	Teacher
<input checked="" type="checkbox"/>	Rocky Manuel	Coach	<input checked="" type="checkbox"/>	Debra Campbell	Communications
<input checked="" type="checkbox"/>	Diana Leeson	Staff	<input checked="" type="checkbox"/>	Clay Clayton	HISD
<input checked="" type="checkbox"/>	Andrew Monzon	Asst. Principal	<input checked="" type="checkbox"/>	Steven Gee	HISD
<input checked="" type="checkbox"/>	Allen Scarrow	Teacher	<input checked="" type="checkbox"/>	Dave Funk	HISD
<input checked="" type="checkbox"/>	Marina Finley	Student	<input type="checkbox"/>	Tracy Christie	Parent
<input type="checkbox"/>	Zachary Wood	Student	<input checked="" type="checkbox"/>	Ashley Heng	Teacher
<input checked="" type="checkbox"/>	Jay Stubbs	Teacher	<input checked="" type="checkbox"/>	Kent Cantrell	Parent
<input checked="" type="checkbox"/>	Any McIntyre	Teacher	<input checked="" type="checkbox"/>	Tyler Smith	Student
<input checked="" type="checkbox"/>	Swati Narayan	Parent	<input checked="" type="checkbox"/>	Ashley Moody	Student
<input checked="" type="checkbox"/>	Carl Casteel	Librarian	<input type="checkbox"/>	Lizi Ziong	Student
<input checked="" type="checkbox"/>	Justin Fuentes	HISD	<input checked="" type="checkbox"/>	Jorge Tiscareno	PBK Architects
<input checked="" type="checkbox"/>	Sue Robertson	HISD	<input type="checkbox"/>	Rhichard Chi	PBK Architects
<input type="checkbox"/>	Judy Long	Community	<input checked="" type="checkbox"/>	Sam Savage	PBK Architects
<input checked="" type="checkbox"/>	Todd Blitzer	Community	<input type="checkbox"/>	Ian Powell	PBK Architects

**PURPOSE:** Discussion focused on site plan development and initial floor plan studies.

**AGENDA:**

- Update on Program
- Update on the progress of traffic analysis
- Presentation by PBK Architects
- What to expect at the next PAT meeting.

**DISCUSSION:**

1. Steven Gee, HISD Project Manager welcomed the participants.
2. Michael McDonough, Principal updated the PAT on the development of the space program. He stated that the draft program has been adjusted to create Learning Centers of different sizes to address the needs of the various sized classes at Bellaire. He stated that the District's utilization is different than what is in place at Bellaire and this affects the number of learning spaces. Principal McDonough stated he was "very pleased with the progress" and that while there will be fewer classrooms in the new



facility, there will be more than originally planned. He stated his appreciation for the work Facilities Planning has done to address Bellaire's needs.

3. Mr. Gee stated that the traffic impact analysis is not yet complete. The report is being adjusted to reflect the revised site plan accepted at the last PAT meeting. Mr. Gee noted that as soon as the report is completed that it will be the subject of a future PAT meeting.
4. Mr. Sam Savage, PBK Architects reported on a successful meeting with the Student Council during which PBK presented the recently approved site concept. He stated that the team received great questions and comments.
5. Mr. Savage and Mr. Jorge Tiscareno, also of PBK, reviewed the site plan selected at the last PAT meeting. They reviewed with the PAT a section cut through the site showing the heights of the proposed buildings in comparison with the neighboring properties. It was stated that for drawing purposes, the average height of the multi-story houses and the average location from the property line on the north had been used. On Maple St., the section shows the one story homes that are more typical on that street.
  - a. A member of the public asked the width of the access road on the north side and how far the parking garage was from the north property line. Mr. Tiscareno stated that there is a 20 foot setback requirement but it is likely to be 24' or more since the proposed road will be two lane.
  - b. In response to a question from a PAT member, Mr. Tiscareno confirmed that if a residence was built at the location of the parking garage that it could be taller than what is being proposed for the parking garage. The PAT member stated that this should relieve the concern that the parking garage will loom over neighbors' homes and yards.
  - c. In response to a question from the public, Mr. Tiscareno stated that the garage height is likely to be 16-18 feet tall.
  - d. A neighbor asked how the garage will be lit. Mr. Tiscareno stated that this has yet to be designed but it will be developed to minimize intrusion on the neighbors.
  - e. Other potential uses of the top level of the garage were discussed. These included JROTC drill pad, band practice, and tennis courts.
6. In order to orient the group, Mr. Savage reviewed the general layout of the building on the site noting the various program components.
  - a. Coach Rocky Manual, PAT member, suggested flipping the proposed location of the pool and weight room. Mr. Savage noted that the natatorium was located so that it can be on separate systems, but agreed to develop an option as requested.
  - b. Mr. Savage stated that PBK will begin meeting in smaller settings with each group within the school to develop each area in greater detail-administration, performing arts, physical education, etc.
  - c. One member of the PAT stated that the existing auditorium has functional issues and therefore its complete renovation is critical to the overall project. Sue Robertson, HISD General Manager of Facilities Planning, stated that PBK will assess the building over the winter holidays and will review their findings with the Performing Arts groups during the meetings Mr. Savage mentioned previously.
  - d. An attendee asked how the public will move between the parking garage and the gymnasium during periods when the school is closed. Mr. Savage stated that this access is important but has not yet been completely developed. Solutions discussed included moving through the courtyard



or alongside the Science Building. Mr. Savage stated that good way-finding/signage will also be critical to assisting the public can find their way through the facility.

- e. In response to a question from a PAT member, Mr. Savage stated that the new central mechanical equipment is proposed to be located further away from the neighbors than the existing equipment and will be better enclosed. A technical discussion on the various HVAC systems that might best serve the school followed including the suggestion that the building be zoned to allow for nighttime use. Mr. Savage noted that these details will be resolved during design. Ms. Robertson stated that the building will be zoned and that HISD's Design Guidelines allow for different systems; the guidelines are available online and can be accessed on the HISD website:  
[http://www.houstonisd.org/cms/lib2/TX01001591/Centricity/Domain/7974/Design\\_Guidelines\\_April\\_2014.pdf](http://www.houstonisd.org/cms/lib2/TX01001591/Centricity/Domain/7974/Design_Guidelines_April_2014.pdf)
7. Mr. Savage stated that PBK developed two options for the location of the two-story centralized Learning Commons (Library). Both options place it on the second and third floor. Option 1 places the Commons at the southeast corner of the new building adjacent to the intersection of South Rice and Maple. Option 2 places the Learning Commons more centrally located in the building along Maple with the Commons facing the courtyard.
  - a. Carl Casteel, Librarian stated that he preferred Option 2 because it provides better student and teacher access. He also appreciated that it faces into a more serene space – the courtyard rather than onto a busy street.
  - b. Mr. Casteel expressed concern about supervision of the upper level loft area. Ms. Robertson noted that she believes that having a loft will consistently require the presence of two staff members present – one on each floor. It was discussed that the upper level could be more flexible spaces used by others, not specifically a part of the Learning Commons.
  - c. Debra Campbell, PAT member, suggested that the large group instructional spaces might be more useful if they were centrally located and adjacent to each other to allow them to be converted into a single large space.
  - d. A PAT member stated that the SE neighborhood could become a ninth grade center. Ms. Robertson suggested the group move two of the new science rooms closer to this neighborhood to allow for a true 9th grade center. It was agreed that PBK would develop this for further review.
  - e. Todd Blitzer, PAT member noted he supported moving the Learning Commons away from the southeast corner as he was concerned that this two story space could create conflict with the main entrance of the school on Maple.
  - f. A student asked for an explanation of the difference between a large group and small group space. In response, Ms. Robertson explained the functional difference between large group instructional space and the smaller spaces. She stated that the small spaces, often called Extended Learning Areas are used for team collaboration, individual research, and other activities that take place in groups smaller than a typical classroom while the large group room is intended to be used by multiple classes at the same time.
  - g. Mr. Casteel stated that he experienced similar spaces being used productively at Raisbeck Aviation High School in Seattle. He noted that the inclusion of white boards and technology made these spaces functional. He stated that at Marysville-Getchel, another school visited, they were used less successfully as “mini” libraries. He stated he believes these were unproductive spaces and became storage spaces. He stressed the importance of the markable walls and furniture to allow the best use of the space. Mr. Casteel also requested the inclusion of a sink, counter and storage for community events in the area of the large group spaces.



- h. The group agreed that they support further development of Option 2 with attention paid to the development the second level to provide supervision. Ms. Robertson suggested that the second level could be the Large Group Instruction space with visibility to the Learning Commons below.
  - i. In response to a question from Mr. Blitzer, Mr. Casteel stated that the library's collection is likely to be about half the size of the current. He noted that he recently removed 10,000 books and expects to remove more in the future.
  - j. A member of the public noted that drainage of the courtyard will be critical. Mr. Savage agreed.
8. Mr. Savage reviewed the next steps for PBK and that this work will serve as the basis for the next PAT meeting:
- a. Floor plan development based on comments received during the meeting.
  - b. Parking/Traffic development
  - c. Onsite visit/assessment – during winter break
  - d. Central plant equipment research
9. The PAT suggested that the December meeting be canceled. Mr. Gee will revise the calendar to reflect this request.
10. Mr. Casteel asked to what extent can private fundraising be put towards the project. Ms. Robertson stated that if private funds are to be used for capital improvements, the money must be in place prior to the start of construction. She suggested that using private fundraising for equipment upgrades or other improvements. Mr. Blitzer stated that a new auditorium is likely to seat fewer people and therefore, he supports spending money on renovating the existing space instead. Ms. Robertson expressed concern about size of stage but stated that this will be addressed when PBK does their assessment. Coach Manuel noted the auditorium is one of the areas the general public visits and therefore it is important to the overall success of the school that it be functional and presentable. A PAT member requested that the PAT be kept informed of any funding shortfalls so that if needed a fundraising campaign can be commenced.

**ACTION ITEMS:**

- 14.1 Review the comments received and further develop the design accordingly (PBK)
- 14.2 Cancel December meeting/issue January meeting invitation (Gee)

**WHAT TO EXPECT AT THE NEXT PAT MEETING:**

- 1. Review of further development of the site, floor plans, traffic study and phasing plans.

**NEXT PAT MEETING:** January 20, 2015 4:00 pm, Bellaire 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,

**Steven Gee**  
Project Manager  
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