



Project Advisory Team Meeting Minutes

The High School for Law Enforcement & Criminal Justice

MEETING NO.: 005

LOCATION: The High School for Law Enforcement & Criminal Justice

DATE / TIME: January 13, 2014, 2:30 - 4:00PM

ATTENDEES: Joan Albert, PSP; Patricia Alexander, HSLECJ; Ken Black, PSP; Don Chasteen, HSLECJ; Jeff Davis, Community Representative; Jamie Flatt, PSP; Schmecka Franklin, HSLECJ; Dave Funk, HISD - Facilities Planning; Miyanna Kirksey, Student; Michael Martindale, HSLECJ; Carol Mosteit, HSLECJ Principal; Christina Rodriguez, HSLECJ; Mike Woods, Rice & Gardner; Elaine Lee, PSP; Nelson Smith, HCC; Grace Diaz, Student

PURPOSE: The meeting was held to resolve outstanding in development of project planning.

AGENDA ITEMS:

- Summary of project status
- Discussion of upcoming facility tours

NOTES:

1. Room Descriptions will be prepared and ready for issue by Wednesday. The document will be sent out by email and a response within 48 hours is requested.
2. A design charrette will be scheduled for early-mid February.
3. Participants were reminded of the upcoming tour of Seattle schools January 21-23. An additional tour is being scheduled to Lone Star College and Wunsche Academy for January 30.
4. Page continued their study of neighborhood relationships:
 - a. The fire simulation facility will use either propane or simulated smoke.
 - b. Science classes should be grouped in pairs so they can share services and storage.
 - c. Lunch service was discussed:
 - i. Principal Mosteit prefers 2 lunches rather than one longer lunch period.
 - ii. Approximately 70% of students utilize tray service.
 - iii. Breakfast is served from one location only. Approximately 40% of the student population eat breakfast on campus.
 - iv. The facility should include 2-4 microwave stations for student use. The microwave stations should be distributed individually or in pairs.

- v. Usage of the commons area will include lunch, science demonstrations and activities requiring more space than classrooms. For example, club meetings, ice cream socials, college fairs, trophy displays for ROTC and Criminal Justice, and professional development for staff.
- 5. Opportunities for how HISD Police will interact with HSLEECJ require future discussion.

ACTION ITEMS:

- 5-01 A tour of the HCC shooting range and fire training facilities will be scheduled.

MEETING SCHEDULE: Next PAT meeting: January 10, 2014, 2:30 p.m.

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

Sincerely,

Mike G. Woods
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Attachment:

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