



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

**MEETING #:** 4

**LOCATION:** Jordan High School

**DATE / TIME:** January 27, 2015, 1:00pm

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

✓	John McAlpine	Principal
✓	Al Lloyd	Magnet Coordinator
✓	Keonta Jackson	Asst. Principal
	David Hill	Teacher
	Ronald Jacobs	Teacher
✓	Randy Smith	Teacher
✓	Dana Sturdevant	HISD / CTE
	John Haskew	Corgan- Architect
✓	Kaire Hopson	HISD / CTE
	Rona Simmons	School Support Officer
	Adam Froelich	Corgan

	Kristina Carter	Student
	Ta'Mirah Collins	Student
	Corina Gonzalez	Student
	Jasmine Mercier	Student
✓	Gennevice Sanchez	Student
✓	Princess Jenkins	HISD Facilities Planner
✓	Marvin Stone III	HISD/Heery Program Management
	B. Renee Zuelke	HISD / CTE
✓	A.J. Sustaita	Corgan - Architect

**PURPOSE:** The purpose of the meeting was to discuss the Capacity Model and the Space Requirements.

**AGENDA:**

- Finalize and approve Guiding Principles
- Review Capacity Model and Space Requirements
- Review CTE space descriptions
- What to Expect at the next PAT meeting



#### DISCUSSION:

1. The meeting was opened by Marvin Stone, HISD Project Manager with an overview of the agenda. The PAT had no objections or corrections to the previous PAT meeting minutes.
2. Finalize and approve Guiding Principles:
  - a. A draft of Guiding Principles was presented by Princess Jenkins, HISD Facilities Planner. During the review minor revisions were suggested. The Guiding Principles will be finalized once the school and CTE Department submit their input to Ms. Jenkins by Wednesday February 4, 201.
3. Review Capacity Model and Space Requirements
  - a. The Capacity Model was presented by Ms. Jenkins and reviewed by the PAT. Program capacity is not yet finalized pending further review by HISD CTE Department and the school. The total school capacity has yet to be finalized. Principal McAlpine expressed his desire to have the school be designed for a minimum of 600 students (The scope of work is a new school for 600-800 students).
  - b. Corgan Architects has offered to submit a sample program of a CTE school for Ms. Jenkins' use.
  - c. It was stated by Mrs. Renee Zuelke, HISD CTE Department that a limited curriculum for 10<sup>th</sup> grade will be included in the new program.
  - d. While discussing the program capacity, Principal John McAlpine stated that one lab with supporting teaching areas in a pod structure is preferable.
  - e. The Space Requirements detail presented by Ms. Jenkins was handed out to the PAT group for review.
  - f. The importance of sufficient lab square footage was expressed by Principal McAlpine and his staff.
  - g. Principal McAlpine stated that the design of all labs shall meet any required NCCR certification standards.
  - h. Principal McAlpine suggested minimum square footage requirements for the labs.
  - i. Ms. Jenkins will update the Capacity Model and Space Requirements per the meeting discussions and email to the PAT for feedback.
  - j. A preliminary Educational Specification section program was shared by Ms. Jenkins and reviewed by the PAT group to illustrate what will be included in the final Educational Specification document.
  - k. Project Architect, A.J. Sustaita AIA, suggested a tour of an existing CTE school designed by Corgan to help the Barbara Jordan staff resolve some of their outstanding questions about program requirements, function and capacity. A school tour is to be discussed with Clay Clayton, HISD Facilities Planning. Subsequent to the meeting, it was confirmed that Mr. Clayton is coordinating with Mike Webster, HISD CTE to determine the best locations for school benchmarking tours.

#### ACTION ITEMS:

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|-------|---|
| 04-01 | Coordination with HISD on the status of a suggested tour of Dubiski Career and Technical High School in Grand Prairie, Texas. (Program Manager) |
| 04-02 | Finalize Guiding Principles, capacity and space requirements. (Jenkins)   |
| 04-03 | Identify users, activities, and design considerations for the various spaces (PAT).   |



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

1. Finalize and discuss Capacity Model and Space Requirements

**NEXT PAT MEETING:** The next PAT meeting will be Tuesday, February 24, 1:00 pm, Jordan High School

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,

**Marvin Stone, III**

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