



**Project Advisory Team Meeting Minutes**  
**Lee High School**

**MEETING:** 16

**LOCATION:** Lee High School

**DATE / TIME:** July 10, 2014, 1:30 PM

**ATTENDEES:** Jonathan Trinh, Lee HS Principal; Alfiee Herron, Lee HS AP; Trint Conrod, Lee HS JROTC; Marcelin Kamdoun, Lee HS Student; Joseph Mata, Lee HS AP; LaJuan A. Harris, HISD-Facilities Planning; Gregg Kalba, WHR Architects; Tony Martin, WHR Architects; Andrea Salazar, WHR Architects; Steven Redmond, HISD – Program Manager (URS)

**PURPOSE:** To review the progress of the Design Development.

**AGENDA ITEMS:**

- Introductions
- WHR Architects – Updated Plan Development
- What to expect at the next Project Advisory Team meeting

**NOTES:**

1. Gregg Kalba, WHR Architects, updated the PAT on the development of the overall plan in response to the Action Items from past meetings:
  - a. Science Labs/Flex Labs: Labs have been relocated to one side of the neighborhood so that they can share a common equipment/preparation room. The move enhances the breakout / collaboration space in the center of the neighborhood by providing more open areas.
  - b. Learning Centers: The Architect is showing at least two operable walls in learning centers in each neighborhood.
    - i. Principal Trinh voiced concern over the acoustic privacy in rooms utilizing operable partitions. The group discussed the need for flexibility over the distraction of listening to the discussion or lesson in the next learning center. Principal Trinh requested a reduction in the number operable partitions by converting those walls to permanent construction.

- c. Teacher's Workroom: The workroom has been relocated from the center of the neighborhood to one end which will allow administrative oversight of the common areas and the exit stairs. The Teacher Workroom will be on one end of the neighborhood while the Assistant Principal will be housed on the opposite end.
    - i. Copier and break rooms remained in the larger collaboration area; however the architect will revise the location to the Workroom suite.
  - d. Gymnasium spaces, Locker Rooms and Coaching Offices:
    - i. Plans have been adjusted per the discussion from the last PAT meeting. Boys and Girls Coaching offices are the same size and wire mesh partitions separate the PE from the Athletics locker areas in both boys and girls facilities.
    - ii. The Training Room has been reduced in size and plumbing indicated for future Training functions. The location for an ice machine with plumbing has been noted on the drawings.
2. JROTC spaces were revised with the addition of a separate shooting range to the already programmed classroom and storage spaces. The PAT discussed enlarging the arms storage area to accommodate what is to be stored. The changes were supported by the JROTC instructor and Principal.
3. CTE spaces for Construction and Welding were discussed. Principal Trinh noted his desire to have the spaces integrated and located in the new facility rather than in the current building across Unity Drive. The Principal expressed concerns regarding the security of the existing location along with budget concerns that will result from providing an Assistant Principal and security personnel at the remote location. It was noted that the existing space hosts two of the premier certificate programs in the City and currently occupy 14,000 square feet of space. If the CTE program is relocated to the new facility the available space is approximately 5,000 net square feet. There are also issues with air quality and ventilation requirements for the welding operation that are already provided for in the existing structure but have not been accounted for in the current cost estimate. The Program Manager has prepared a study that estimates that it would cost just under \$1 million to disassemble the existing structure and reassemble it in two parts closer to the main building.
- a. The Program Manager presented a second study that looked at two additional scenarios;
    - i. Scenario 1 proposes moving the Natatorium from its current proposed location to the athletic field adjacent to the track. The Construction Technology Education building would be demolished and the CTE program move into 5,000 sf of permanent space at the Natatorium's originally proposed location. (No study was done on the impact to the reduced space to the Educational program). The cost estimate for this scenario is \$1,187,000.
    - ii. Scenario 2 relocates the existing Construction Technology building 145 feet south to align with the Gymnasium. A covered walkway would be added to address student movement in inclement weather between buildings. The estimate for this move is also just under \$1 million.
  - b. The Program Manager will take the suggestions from this meeting with the scenarios discussed and present them to HISD's General Manager of Facilities Planning. It was noted that this information will be shared with HISD's curriculum departments for clarification and direction. The PM will report back to the PAT.

**ACTION ITEMS:**

- 14-02 Architect will prepare questions, comments or suggestions for updating the Education Specifications and forward to Ms. Harris. (WHR)
- 15-01 Architect will respond with alternatives for Science Demonstration Tables (WHR)
- 15-02 Architect will provide add alternates for the field lighting (Soccer), seating, restrooms and snack bar / concession stand on the drawings. (WHR)
- 15-03 Architect will review safety fencing at the pool perimeter. (WHR)
- 15-04 Program Manager will review options to programmatically move the Construction and Welding Programs at their current area inside the new facility. (URS) **RESOLVED**
- 16-01 Program Manager will report back to the PAT on the Construction Technology Program status. (URS)

**NEXT MEETING:**

The next meeting will be on August 7, 2014 @ 3:30 PM and the Architects will present refinements of the design.

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

Sincerely,

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