



Project Advisory Team (PAT) Meeting Minutes

Milby High School

MEETING NO.: 014

LOCATION: Milby High School

DATE / TIME: March 25, 2014, 4:15pm

ATTENDEES: Norma Conerly, Milby Alumni Director; Owen Conerly, Milby Alumni President; Roy de la Garza, Principal; LaJuan Harris, HISD – Facilities Planning; Jody Henry, Kirksey; Marcia Powell, Fine Arts Teacher; C. Brooke Skeen, AVID Teacher; Nicola Springer, Kirksey; Marvin Stone, HISD/Heery Program Project Management; Accelyn Sloan Williams, School Counselor; Alicia Green, Theater Teacher; Larry Spade, Registrar; Terrence Murray, IT; Richard Carroll, Business Manager

PURPOSE: Provide a Schematic Design status update for Milby High School and discuss comments from the Community Meeting.

AGENDA ITEMS:

- Project Status Update
- Review March 11, 2014 Community Meeting
- Discuss the scope for the April 8, 2014 Community Meeting
- What to expect at the Next PAT Meeting

NOTES:

Discussion:

1. Project Update
 - a. Marvin Stone, Project Manager advised the PAT that Kirksey Architects are working on the Schematic Design drawings and moving forward to the next phase, Design Development, which will be more detailed drawings. As drawings are received and accepted they will be presented to the PAT.
2. Comments from the March 11, 2014 Community Meeting
 - a. Members of the PAT thought the Community Meeting went well. One of the PAT members and a Milby High School Alumnus, commented that the Community Meeting was better than the previous one. allowing the architect to complete their presentation before addressing comments, help the meeting to flow smoothly. The group also commented that it was successful because more information was presented.
 - b. The PAT stated the turnout at this Community Meeting was about half the attendance of the first meeting.
 - c. A Summary of Community Meeting comments was handed out and discussed during the PAT meeting. A copy of that handout is attached to these meeting minutes.
 - i. Function and Space: Some of the comments were related to existing and planned square footage for Milby High School.

1. The average size of a classroom is 23:1 students. The principal will run numbers that remove the small Special Ed classes so that the average is not skewed.
 2. Learning Centers (Classrooms) will be larger in the new building; designed to accommodate 28 students per classroom.
 3. The existing school is currently 388,000 sq. ft. while the new school will be 280,000 sq. ft, including 230,000 new construction
- ii. Special Education/ Life Skills: Some of the community comments were related to the needs of Special Needs students such as sports, bus drop off locations, adequate lighting in the classrooms, and security provisions for Special Education State Folders.
1. The plans presently show a drop off on the north side for large busses and on the south side for vans and small busses.
 2. The PAT stated that the new school is being built for all students including those with special needs.
- iii. Historical Considerations: Comments were related to the approach of the historical preservation of Milby.
1. The existing facility includes the original historical section, and subsequent multiple building additions. The plan is to remove all the building additions, and focus on the core building.
 2. The PAT talked about possible historical elements that could be saved and incorporated into the new building. This includes some face brick, preserving the mural in the library, and reusing floor boards from the old gym upstairs. It was also mentioned that there was an original slate chalkboard with "Class of 31" carved into it that could be preserved.
 3. The PAT wants to make the historical parts special. Kirksey stressed that, as a team, we need to find all of these historical items so we can save them and perhaps incorporate into the new building.

3. Community Meeting

- a. Meeting #2 will be on Tuesday, April 8, 2014 at 6:30 PM.
- b. The PAT will meet together prior to the meeting at 4:15 PM on the same day to review the presentation.

What to Expect at the Next PAT Meeting:

1. Review further development of the drawings (if available).

NEXT PAT MEETING: Tuesday, April 22, 2014 @ 4:15pm.

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

Sincerely,

Marvin Stone

Project Manager

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