



HISD Project Advisory Team Meeting

North Forest High School

March 10, 2014 - 4:30pm

MEETING NO.: 012

LOCATION: North Forest High School

DATE/TIME: March 10, 2014

ATTENDEES: Pamela Farinas, Principal; Jarvis Dillard, Student; LaShaun Porter, Assistant Principal; Samuel Gettman, Teacher; Princess Jenkins, HISD, Facility Planning; Katherine Fisher, Assistant Principal; JD Derkins, Community Wendy Heger, Page; Brian Murch, DLR Group; Robert Myers, HISD Design; Peter Coleman, B3CI; James Ayer Beal AVS, LEED AP, Program Manager; Joanna Yaghooti, Page; Sue Davis, One World

PURPOSE: The purpose of this meeting was to discuss and receive an update on the building design and construction start for North Forest High School.

AGENDA ITEMS:

- Review Updated Floor Plans
- Review of LEED Credits
- Discuss IT Repair and Storage Room Location
- Review Interior Renderings
- What to Expect at the Next PAT Meeting

NOTES:

Discussion:

1. The Architect confirmed bus count from HISD staff on site. There are 26 buses total but less than 10 at a time are on site. Architect will provide 12 bus parking spaces.
2. We are assuming at full load the school will have a total of approximately 1,000 students.
3. Special Education will drop off students on the south side of the building at the teacher lot. The buses drop off and pick up in front of the building on the south side of the entry. Private car pick-up and drop off is on the north side of the main entry.
4. Only 25 students actually drive cars to school. The parking lot will need to be striped for band and JROTC purposes. The PAT was amenable to reducing the number of parking spaces if City of Houston code officials will allow it.
5. 3D exterior drawings were shown to the PAT but exterior design is still in progress and not finalized..
6. The PAT asked questions about travel distance to restrooms; they want to make sure restrooms are very close and convenient. They don't want unisex staff restrooms.
7. A discussion was started about the auditorium and its use during testing. Other schools have requested the ability to use it for testing and prefer the floors to be flat. The consensus from the school was they want fixed seating and a sloped floor. The Architect will continue to study and will propose a solution at the next meeting.
8. The current design allows for satellite administrative areas at each Small Learning Community (SLCs) pod on the first floor.
9. 4 stairs have been removed from the plans that were presented in the last PAT meeting. They were not necessary to meet code.

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10. Special stairs (learning stairs) will also be used as places to study and have lunch.
11. Areas under the main stairs will be used for break out areas and also storage for distributed library materials.
12. Concerns about the gym locker rooms, offices, access to gyms and toilets were brought up. The Architect will review and have a revised plan at the next PAT meeting.
13. The Principal wants to have only one lunch period. She also asked about the HISD plan for distributed lunch service. The PAT would like clarification from HISD for the possibilities for distributed food service.
14. Seating should be sufficient since there are many areas students can sit to eat besides the dining commons.
15. The PAT had suggestions about modifications to the layout of the administrative portion of the project, which the Architect will incorporate.
16. The PAT liked the track and the suggestion of overhead doors for the JROTC.
17. The architect made a presentation on the LEED (Leadership in Energy Efficient Design) elements in the project. . The Principal has experience growing food and raising poultry on site at another school and would be interested in doing that here. This would add a LEED credit and also help educate students about current environmental theories and practices. Every student will need 10 hrs of environmental exposure for this credit per year. This would include projects like growing food, power studies, water use reduction and other conservation topics.. The PAT was also interested in rainwater collection and reforestation being part of the curriculum. They do not want to reuse any materials from the existing high school building.
18. Concerns about computer repair area were also discussed. The current location on the floor plans is good. The PAT liked the idea of having students help with repairs in the IT Small Learning Community and walking the computers back and forth was not a problem.
19. The Architect went through the steps required to get to the final design drawings and the permit from the City of Houston. The Construction Manager at Risk gave a time of 18 months to construct. The Program Manager also noted team was looking at ways to reduce the schedule to get the school finished early. Cost and time schedule reduction is currently being looked into by the team including reducing design time. Walking through the process seemed to help everyone understand the time required.
20. PAT meetings for the summer will be as follows:
 - a. June 9, 2014 at 9:00 AM
 - b. July 28, 2014 at 9:00 AM
 - c. August 11th at 9:00 AM
 - i. The regular meeting time will resume in September.

What to Expect Next PAT Meeting:

1. The Architect will present updated SD drawings
2. The Architect will present more definition of the PE area and second floor areas
3. The Architect will present more detailed views of the building and site

ACTION ITEMS:

NEXT PAT MEETING: The next PAT Meeting will be held on April 14, 2014 at 4:30pm.

Please review the meeting minutes and submit any changes or corrections to Jim Beal.

Sincerely,

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