



Meeting Minutes
2012 Bond Project Advisory Team (PAT) Meeting #5
Scarborough High School

PAT MEETING #: 5

LOCATION: Scarborough High School

DATE / TIME: February 18, 2015, 4:00pm

ATTENDEES: (those marked with a check were present)

Present ?	NAME	ORGANIZATION / ROLE	Present ?	NAME	ORGANIZATION / ROLE
✓	Dr. Diego Linares	Principal		Keisha Roberts	Parent
✓	Omari R. Issa	Assistant Principal	✓	Rebecca Janacek	Parent
✓	Stella Cunningham	Classroom Teacher	✓	Lajuan Harris	CFS Facilities Planner
✓	John Feitshans	Classroom Teacher	✓	Mel Butler	CFS Project Manager
✓	Jacqueline McWilliams	Classroom Teacher		Christel Coleman	CFS Project Manager
✓	Robin Nuber	Classroom Teacher		Michael Porterfield	Randall-Porterfield Architects
	Phuong Tieu	School-Based Staff	✓	Carrie Sheldon	Randall-Porterfield Architects
	Lee Mashburn	School-Based Staff	✓	Wally Huerta	Huerta & Assoc. Architects
✓	Josie Cavazos	Non-Instructional Staff	✓	Stacey Dueitt	Huerta & Assoc. Architects
✓	Esther McMillan	Non-Instructional Staff	✓	Kong Eunhye	Randall-Porterfield Architects
	Mary Thurman	Community Member	✓	Sang Le	Randall-Porterfield Architects



AGENDA:

- Welcome & Introductions
- Existing Conditions Facility Assessment Review
- Scarborough High School Schedule Review
- Next Steps
- Questions / Open Discussion
- Next PAT Meeting

DISCUSSION:

1. All members introduced themselves.
2. Mr. Butler, HISD Program Manager, discussed that the Ed. Spec. has been completed by the HISD Planning Group and is going to be further reviewed by HISD personnel prior to distribution. Mr. Butler also confirmed that the Ed. Spec. is based on 1,000 students, and the design needs to include extended learning areas to allow for co-teaching, comingling, and collaboration.
3. Mr. Butler then commented that once the Ed. Spec. is approved and officially released, it will be the design team's responsibility to use this document, the priority list, and HISD design guidelines to merge them into a design plan that ultimately will bring Scarborough HS as close as possible to a 21st Century, energy efficient, campus.
4. Mr. Butler opened the conversation about 21st Century Schools by reviewing (5) areas and their possible implementation at Scarborough. The items discussed are as follows:
 - a. Lighting
 - b. Environmental Air Quality
 - c. Acoustics (paints, panels, sound isolation)
 - d. Technology (consider future advancement in technology and the implications to the building.
 - e. Furniture, Fixtures & Equipment (this will be used to create a positive visual impact and aid in more collaborative learning environments for students)
5. The A/E team then reviewed a draft report of their findings during their Existing Conditions Site Assessment completed in January. Sang Le, Randall Porterfield, reviewed and confirmed the condition of items listed on the Priority List. Carrie Sheldon, Randall Porterfield, followed up with discussion of some of the new items found by their Mechanical consultant during the assessment. The Mechanical consultant recommended upgrading some of the HVAC systems in place at Scarborough to provide more efficiency while the system is in use. Mr. Le also mentioned that an upgrade to the Life Safety elements in the building would also be needed.
6. The A/E Design team then confirmed that their next course of action is to develop conceptual layouts for high impact areas to be presented at the next PAT outlining typical classrooms, Welcome Center, Library, and the JROTC/Weight Room/Storage Building Addition.
7. Mr. Butler then led the PAT members into a conversation regarding schedule. It was confirmed that phasing the work over the course of the school year primarily during breaks would be most efficient for the teachers and students. Mr. Butler also mentioned that it would be ideal to get some construction completed this Summer 2015 if possible. The other phases would be Winter Holiday, Spring Break, and Summer Break 2016. The PAT members were supportive and favorable to this schedule.
8. It was confirmed that the added CTE will be needed for Fall 2015. Mr. Butler commented that this information will be useful in developing a phasing plan for when work will need to be completed.
9. Next PAT meeting date set for March 25, 2015.
10. Meeting adjourned.



ACTION ITEMS:

- 4-1 Continue to evaluate the current Scarborough High School Priority List and follow up with any other items that need to be added at the next PAT (PAT/Randall-Porterfield)
- 4-2 Begin preliminary conceptual layouts (Randall-Porterfield)

NEXT PAT MEETING: Wednesday, March 25, 2015, 3:30 pm

WHAT TO EXPECT AT THE NEXT PAT MEETING:

- 1. A/E to present on 21st Century Learning Environments with PAT members in preparation for a Design Charrette.

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.

Best regards,

Christel Coleman

Project Manager

HISD – Construction & Facility Services

3200 Center Street, Houston, TX 77007

Phone: (832) 567-2381

Email: ccolem11@houstonisd.org