



Project Advisory Team Meeting Minutes
South Early College High School

MEETING NO: 017
DATE/TIME: April 17, 2014
LOCATION: Houston Community College South Campus, Gay Hall
1900 Airport Blvd Houston, TX. 77051
ATTENDEES: Charles Whigham, HCC; Linda Scurlock, SHCCC; Jean Roberts, SECOCC; Amanda Goodie, HISD PM; Bessie Swindle, SECOCC; Yiyang Bai, HCC; Jean Roberts, SECOCC; Charles Hebert Jr.; Community; Monique Micheaux, Urban STEM; Princess Jenkins; HISD; Eric Ford, HISD; April Rasmus LaSalle, SECHS Teacher; Merideth Reed, S&C; Kathleen Fleming, HCC; Matisia Holligsworth, HISD, Drew Thurman, HISD, CTE, Corey Ackelmire, HCC, Fine Arts
PURPOSE: The purpose of this meeting was to discuss updated site and floor plans along with new options for the exterior from Smith and Company Architects

AGENDA ITEMS:

- Review Site Plan Update
- Review Updated Floor Plan
- Review New Exterior Options
- What to Expect at the Next PAT Meeting

NOTES:

Discussion:

1. Site Plan Update

- a. The Architects reviewed updates to the site plan and there were no comments from the PAT.

2. Floor Plan Update

- a. A request was made to increase the Kiln room in the Visual Arts Classroom by shifting the adjacent storage room further to the south.
- b. A request was made to add windows to the Robotics lab. Ms. Amanda Goodie, Program Manager, asked the Architects to go back and revisit adding windows in the Robotics Lab for natural lighting.
- c. It was requested that the electrical loads and circuiting in the Robotics Lab be coordinated w/the Mechanical/Electrical/Plumbing (M/E/P) engineers to handle large equipment and multiple tools operating at the same time.
- d. The Architect requested equipment information sheets for the Robotics Lab.
- e. A comment was made that the Robotics Lab may also be used for "shop like" activities and that a drill press or saw may be used. The PAT requested proper ventilation, exhausts and acoustics in the room. Ms.

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Matisia Hollingsworth, HISD Facilities Construction, asked that the M/E/P engineer determine what type of exhaust is needed to properly ventilate the Robotics Lab.

- f. It was suggested that the Architects visit the Engineering Design Kitchen at Rice University and KIPP Sunny Side for examples of robotics labs.
- g. Teachers expressed concern that the robotics and mechanic curriculum planned will require more ventilation. HISD communicated that the Robotics Lab was not initially planned to accommodate this type of ventilation now being requested. However, the Robotics Lab room description was sent to South Early College Administration for review and comment. April LaSalle, Teacher at South Early College High School, stated that "We have high expectations for our students, we expect them to go to Nationals in robotics and they need an area suitable for them to work. We are not being unreasonable asking for proper ventilation."
- h. HISD asked that Teachers look into what equipment is needed for future upgrade options. Teachers feel that no large equipment is needed for building the robots. Ms. LaSalle states that the Steel Coordinator and Director of KIPP as well as Uma Duncan at STEM academy are willing to talk about and show what they currently use.
- i. The Architects will submit revisions to reduce the overall size of the school by 800 to 900 feet to bring the project cost within budget. No programmed areas will be reduced.
- j. The Art Teacher from HCC would like to know if the outside art area under the stairs can have a surface that can be easily cleaned or a screen to cover paint that may drip on the ground. The Architect will review.

3. Exterior Options

- a. The Architect reviewed an option for the exterior of the building required to keep the project within budget. The PAT had no objection to the changes.

Questions and Concerns:

Q: Can we use a sliding door in order to use all of the space in the Kiln and storage room?

A: The Architect stated that it would be against ADA regulation. Amanda Goodie suggested that the storage area be shifted down a foot into the hall to give the Kiln room more space.

Q: Will the storage cabinets have locks on them?

A: Yes, all storage cabinets will have locks.

Q: When will the sign "Future Home of SECHS" be posted?

A: The Contractor is responsible for this sign and the request has been made. Ms. Goodie will follow up to determine when it will be in place.

Q: Will there be a ground breaking ceremony?

A: Currently, there is not a ground breaking being planned. The PAT asked if they could hold their own groundbreaking. Matisia Hollingsworth communicated that the PAT should contact HISD Communications to determine if this was a possibility.

Q: When will building construction begin?

A: Construction will begin during the 3rd quarter of 2014.

What to Expect at the Next PAT Meeting:

1. The Architects will discuss interior color selections.
2. The Architects will discuss of the CTE Learning Centers

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ACTION ITEMS:

1. SECHS's CTE Instructors will provide further information concerning the CTE Learning Centers and the equipment

NEXT PAT MEETING: The next PAT meeting will be held on May 14, 2014 at 10:00 am. Monthly meetings are set for the third Thursday of each month unless otherwise stated.

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

Sincerely,

Amanda Goodie, PMP, AVS
Sr. Project Manager

KWAME

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