



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**Young Women’s College Preparatory Academy**

**MEETING #:** 5

**LOCATION:** Young Women’s College Preparatory Academy

**DATE / TIME:** January 26, 2015; 3:45 pm

**ATTENDEES:** (those marked with a check were present)

✓	Delesa O’Dell Thomas	Principal
	Tabitha Davis	Dean of Students
	Susan Deison	Advisory Council
✓	Astra Zeno	Teacher
✓	Laurie Ducklin	Teacher
✓	Aaron Horst	Teacher
✓	Lauren Sims	Student
✓	Phyllicia Moore	Teacher
✓	Princess Jenkins	HISD
	Michelle Cloud	School Support Officer
✓	Carolina Weitzman	Natex Architects
✓	Albert Wong	HISD
	Erica Simms	Parent
✓	Jordan Lackridge	Student

✓	Monica Bowes	Dean of Instruction
	Craig Taylor	Community
	Michael Harris	Advisory Council
✓	Nelva Williamson	Teacher
✓	Jeremy McGrath	Teacher
✓	Jose Guevera	Teacher
✓	Joel Richards	Parent
✓	Anthony Payne	Natex Architects
✓	Tiffany Burrell	Parent
	Dr. Polly Turner	Advisory Council
	Frank Jones	Advisory Council Member
	John Haugen	Natex Architects
✓	Jasmine Burrell	Student
✓	Juliette Calvin	Student

**PURPOSE:** The purpose of this meeting was to continue refining the Educational Specifications (Ed Specs) and Capacity Model.

**AGENDA:**

- Review Final Guiding Principles
- Review Draft Ed Specs
- Review Capacity Model

**DISCUSSION:**

1. The meeting began with an overview by Princess Jenkins, HISD Facilities Planning of the upcoming deadlines for the draft Ed Specs and Capacity Model stating HISD has extended dates for completion by a couple of weeks. Mr. Wong clarified that the Ed Specs will be finalized after Architects have completed the Schematic Design (SD) phase in order to finalize details on each space requirement.
2. Ms. Jenkins handed out the final Guiding Principles and requested that if any corrections are needed to please send to her. If there are no corrections, she will post them to the Bond Website.



3. Ms. Jenkins provided copies of the revised Room Description for the Ed Specs document based on last meeting's comments and comments she received after the last PAT meeting. There are 5 sections with revisions shown in red.
4. Review of Capacity Model Spreadsheet:
  - a. Left Column is "ultimate buildout" based on a new building that would house some of the existing functions.
  - b. Next column includes square footages of the Existing Building. The areas have been updated with information received from the Architect.
  - c. The next column highlighted in blue is the Proposed New Construction for the site which would include all math, science and CTE Learning Centers.
  - d. Next column highlighted in green is Existing Building areas to be renovated.
  - e. Next column in purple are notes and then two columns of Add Alternates- one for New Construction and one for Renovation. The Add Alternate columns will serve to outline desired scope that can be achieved if budget permits once the base building scope is achieved.
  - f. This Capacity Model shows all Science / Math and CTE Learning Centers to be in the New Construction. Spaces vacated by these functions in the existing building will be renovated for other uses such as Extended Learning Areas, Administration area relocations, additional building support areas needed and other required spaces.
  - g. Per TEA Standards existing Library (Learning Commons) needs to be enlarged by 515 SF. That can be accomplished in renovated space in the existing building distributed throughout in order to provide extended learning areas in other parts of the building. It was also noted that the Computer Repair Room (Power up room) next to existing Library as space is larger than required by the Ed Specs.
  - h. Change "Graphic Design" to "Engineering Design" and possibly locate close to Visual Arts. Also Concepts of Engineering classroom needs to have one sink.
  - i. Increase Robotics area to 1500 sf from the 1200 listed due to required "field" space and circulation around plus classroom space- 3 fields required- 18'x18', 49' x 97" and 48" x 48".
  - j. Fine Arts Area- Orchestra/ Music & Dance Room with Black Box type classroom with portable risers in lieu of permanent ones for more flexibility. Adequate height is considered a necessity, with existing Rooms 108 & 109 a consideration for repurposing as Black Box.
  - k. Auditorium- leave as is, functions well except for A/C and accessibility issues.
  - l. Gym- it is currently undersized by approximately 3600 sf so consider expansion of the gym to incorporate more bleachers, proper lockers, etc. PE Lockers currently being designed have 6 small cubbies to one large locker next to each bank of smaller lockers. Male and female toilets may need to be added in this area. A new door directly to the exterior from the Gym area is desired to prevent visitors from going into other parts of the school building.
  - m. Pool - Pool is working properly now but flooring system and locker areas are not adequate. Consider complete renovation of one locker area and renovation of other locker into possible fitness room.
  - n. Administration area and Security Vestibule - Principal and staff agree importance of moving Administrative offices to first floor off entry vestibule. Also, suggest relocating the Health Clinic to the first floor also close to the main entry.
  - o. Cafeteria - main objective is to connect the cafeteria to the main building via an expansion of the cafeteria or an enclosed walkway that will also provide security since visibility to this part of the campus is somewhat restricted. If budget allows can also look at renovation of food service area to update to new food court type design or at minimum open up service area.



- p. Custodial - existing building does not have enough custodial areas. Existing custodial is spread out in too many areas. Look at consolidation and expansion of main janitorial storage and office with some satellite areas in new construction.
  - q. Exterior Site - Barnett is no longer using the field for their use but other schools such as Yates and Milby may still be using field. Principal requested Mr. Wong to find out about future use of existing baseball field as school would like to use facilities and needed additional space to possibly relocate bus pick up to the back of the facility. Currently have 15 buses but as enrollment increases probably will have more. Also about 60% of students are picked up by parents.
5. PAT member asked about Furniture, Fixtures and Equipment (FF&E). Ms. Jenkins replied that FF&E is part of a separate budget and that the school had ample FF&E allowance to provide new furniture for expansion areas and possibly others.
  6. Ms. Jenkins inquired as to the split between Middle and High School. Although a "separate" building is not desired, the school currently has the high school on the 3<sup>rd</sup> floor mainly and would like to maintain a separation of the grade levels.
  7. Request was made to have samples of 21<sup>st</sup> century school spaces such as CTE/ STEM and others for visual reference. Ms. Jenkins and Architects will provide images at next PAT meeting. Also requested was a possible tour of some good examples of 21<sup>st</sup> century schools. Ms. Jenkins will look into possible tours.

**ACTION ITEMS:**

- 05-01 Revise Capacity Model and Educational Specification (Jenkins)
- 05-02 21<sup>st</sup> Century School Photos (Jenkins / NATEX)
- 05-03 Future Use of Baseball Field with HISD Real Estate (Wong)
- 05-04 Preliminary Space Conceptual Diagrams (NATEX)

**WHAT TO EXPECT AT THE NEXT PAT MEETING:**

1. Finalize Capacity Model and Pre-Final Draft of Ed Specs
2. Review images of 21<sup>st</sup> Century School spaces.
3. Review Conceptual Diagrams of Proposed New and Renovated Areas.

**NEXT PAT MEETING:** Monday, February 23, 2015 3:45 pm, Young Women's College Preparatory Academy

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.

Sincerely,

**Albert Wong, AIA**

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