



Meeting Minutes

The High School for the Performing and Visual Arts

MEETING NO.: 001

LOCATION: The High School for the Performing and Visual Arts

DATE / TIME: May 14, 2013, 3:00 pm

ATTENDEES: Hector Aguero, HSPVA Teacher; Scott, Allen, Principal; Donna Carter, Parent; LuAnne Carter, HSPVA Teacher; Bob Eury, Community Member; Gabe Maffuz, HSPVA student; Eileen Montgomery, HSPVA Teacher; Cynthia Ogden, HSPVA Teacher; Oscar Perez, HSPVA Teacher; Patrick Peters, Parent; Richard Robbins, HSPVA Teacher; Lamelle Sartain, HSPVA Secretary; Travis Springfield, HSPVA Counselor; Drew Steffen, Community Member; Judith Switek, HSPVA Teacher; Tamara Thompson, Parent; David Sheard, HSPVA Lecturer; Sue Robertson, HISD-Facilities Planning, Kedrick Wright, HISD-Facilities Planning, LaJuan Harris, HISD- Facilities Planning

PURPOSE: The purpose of this meeting was to focus on establishing the Guiding Principles HSPVA which will be used to "test" the decisions that are made throughout the design process.

AGENDA ITEMS:

- Call to Order
- Introductions
- ART School (Propositions for the 21st Century)
- PAT Team Members
- Roles and responsibilities
- Kickoff Meeting (Community)
- 21st Century Schools Resources
- Meeting Dates
- "13 Proposals for HSPVA Downtown"
- Other
- Adjourn

NOTES:

1. Sue Robertson, General Manager for Facilities Planning gave an overview of what the PAT can expect.
 - a. Facilities Planners will learn from the parents, teachers, students, faculty and staff how the students learn and incorporate this into the plans for the school. The planners will be a part of the process from the beginning to the end of the project.
 - b. In addition to HISD Facilities Planning, there are HISD Facility Design and Construction Management Teams. HISD Facility Design and Construction Teams will be introduced to the PAT in the near future. The Facility Designers will oversee the design efforts while HISD Project Managers will oversee the construction phase of the work.
 - c. The Architects assigned to the project will attend PAT meetings once the architects are fully on-board.
 - d. The Master Schedule is being prepared and will be shared as soon as it is complete.
 - e. A Project Advisory Team Agreement was included in the handouts. Each team member was asked to review and sign that they would commit to participate with the PAT and see the process through to the end.
 - f. Bond Communications will be creating a documentary about the 2012 Bond Program. PAT team can expect to see a videographer, photographer and/or a writer at some of the PAT meetings.
 - g. The Design Team will review Core Academics and existing school programs at a later meeting. This information will be used to develop the Capacity Model for the school.
 - h. Future site visits are in the works. The tours will be recorded for those unable to attend.

- i. At least three community meetings will be conducted at 3 critical milestones: Schematic Design, Design Development and when construction is about to begin.
2. *ART School (Propositions for the 21st Century)* by Steven Henry Madoff
 - a. Suggested reading by Principal Allen as a primer for participation on the PAT.
 - b. Assigned reading for next meeting – Chapters 1, 4, 5, and 7.
3. PAT Team Members
 - a. Team consists of the Principal Allen, students, teachers, parents, community members, the architect and HISD staff.
 - b. Students from each program area will be added to the PAT team.
 - c. Team will be supplemented with more teachers, parents and community members.
4. Creating Guiding Principles
 - a. The HSPVA Mission Statement will be the starting point for developing the Guiding Principles.
 - i. The HSPVA Mission Statement: HSPVA exists because the arts are a central and vital component of the human experience. The mission of this unique school is to educate and inspire artistically gifted and talented students in specific disciplines while maintaining an equal focus on academic, social and personal growth in a diverse environment.
5. HSPVA Program (2009)
 - a. Team to review HSPVA Program – 2009 Design with Adjustments handout and compare to what has changed in today's program.
 - b. Square footages shown in the 2009 Design should not to be considered at this stage of the process.
 - c. Team to review prior to Thursday's Academic Meeting.
6. 21st Century Schools Resources
 - a. Team to review some of the recommended links listed on the handout.
 - b. HISD Facilities Planning will be adding additional resources.
7. Meeting Dates
 - a. Principal Allen will develop a summer meeting schedule for the PAT. The dates and times will be varied to accommodate as many people as possible.
8. "13 Proposals for HSPVA Downtown"
 - a. By: University of Houston Gerald D. Hines College of Architecture HSPVA Studio 5500
 - b. Where: HSPVA Gallery
 - c. Dates: Thursday, May 30, 2013 through Thursday, June 6, 2013
 - d. Times: 3:45 p.m. – 6 p.m.
9. Other
 - a. A community meeting will be held on May 30, 2013 at 6 p.m., following the opening of "13 Proposals for HSPVA Downtown".
 - b. Patrick Peters, a parent and professor at the University of Houston Gerald D. Hines College of Architecture, stated that the design students were concerned with the following areas as they were designing for the new school during their design exercise:
 - i. Parent pick up and drop off
 - ii. On-site parking (Parking will be reviewed during design phase)
 1. Principal Allen stated there is a city parking garage across the street from the new site. Design Team may look at the possibility of leasing space in the city garage.

QUESTIONS:

1. What is the timetable for the project?
 - a. Planning has started; construction is scheduled to begin mid-late 2014. The Master Schedule is being developed and will be shared as soon as it is complete.
2. How are students on other campuses connecting with the student body to discuss what happens in the PAT meetings?
 - a. Students are using existing student focus groups such as student government or student clubs to share information.

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Office: 713-556-9299

Fax: 713-676-9582

ACTION ITEMS:

1-01 Complete Guiding Principles. (PAT)

SUMMER MEETING SCHEDULE: June 27, 2013, 10 a.m.
July 10, 2013, 5 p.m.
August 6, 2013, 2 p.m.

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

Sincerely,

LaJuan A. Harris, PMP
Facilities Planner, Facilities Planning
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9300

Attachment:

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HSPVA Project Advisory Team Meeting
May 14, 2013

| Print Name | Signature |
|---------------------|---------------------------|
| Aguero, Hector | |
| Allen, Scott | <i>Scott Allen</i> |
| Carter, Donna | |
| Carter, LuAnne | <i>LuAnne Carter</i> |
| Eury, Bob | |
| Maffuz, Gabe | <i>Gabe Maffuz</i> |
| Montgomery, Eileen | <i>Eileen Montgomery</i> |
| Ogden, Cynthia | <i>Cynthia Ogden</i> |
| Perez, Oscar | |
| Peters, Patrick | <i>Patrick Peters</i> |
| Robbins, Richard | <i>Richard Robbins</i> |
| Sartain, Lamelle | <i>Lamelle Sartain</i> |
| Springfield, Travis | <i>Travis Springfield</i> |
| Steffen, Drew | <i>Drew Steffen</i> |
| Switek, Judith | <i>Judith Switek</i> |
| Thompson, Tamara | <i>Tamara Thompson</i> |
| SHEARD, DAVID | <i>David Sheard</i> |
| Harris, Lajuan A. | <i>Lajuan A. Harris</i> |
| ROBERTA VIGUE | <i>Roberta Vigue</i> |
| Wright, Kedrick | <i>Kedrick Wright</i> |