Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Energy Institute High School

MEETING #: 3
LOCATION: Energy Institute High School
DATE / TIME: October 2, 2014, 3:00 PM
ATTENDEES: (those marked with a check were present)

- Lori Principal
- Jenna Moon Magnet Coord.
- John Hansen PLTW
- Teresa Maltbia PTSA
- Shanel Martin Teacher
- Timothy Chung Student
- Valencia Dutton Teacher
- Jim Jelliffe VLK (Architect)
- Ken Hutchens VLK (Architect)
- Kedrick Wright HISD
- Mark Shaw Anslow Bryant (CMAR)
- Timothy Chung Student
- Robert Hooks Student
- Spencer Mathis Teacher
- Lauren Garcia Dean
- Amber Farias Student
- Rene Flores Stem Spec
- Avin Pasalar Student
- Richard Tesson Parent
- LaJuan Harris HISD
- Clay Clayton HISD
- Nestor Martinez HISD
- Todd Lien VLK (Architect)
- Tim Kunz VLK (Architect)
- Garrett Wentrcek Anslow Bryant (CMAR)
- Raul Alanis Teacher
- Shawn Attar Student
- Nataly Escamilla Student
- Anne Papakonstantinou Teacher
- Marlo Diosomito Teacher

PURPOSE: Discussion will focus on the design of the administration areas and the assignment of pathways to the various neighborhoods.

AGENDA:
- Review updated floor plan.
- Review Administrative Suite Options.
- Review Decentralized Administration Suites.
- Pathway assignments to each neighborhood.
- Upcoming Community Meeting.
- What to expect at the next PAT Meeting.
DISCUSSION:

1. James Jelliffe, VLK Architects reviewed updates to the overall floor plans of the project.

2. Mr. Jelliffe presented two (2) different options for the main Administration Suite. One option has the Clinic towards the front of the suite and one option has the clinic located towards the rear of the suite. The option with the Clinic towards the rear of the suite was preferred.
   a. Ms. Lambropoulos suggested the Architects look at alternative locations for the Principal’s office, and conference room, as well as the Registrar, Attendance, Security, and Itinerant offices.
   b. The administrators expressed the desire for a great deal of transparency into and out of the Administration Suite.

3. There was considerable discussion about the decentralized administration suite.
   a. The administrative suite housed in Building ‘A’ is to have the following:
      i. Receptionist space
      ii. Two Dean’s offices
      iii. Two conference rooms
      iv. One Magnet Coordinator’s office
      v. One Special Education office
   b. Building ‘B’ is to have two decentralized administration areas. One area on the 1st floor and one area on the 2nd floor. The 1st floor area will contain the following:
      i. Receptionist space
      ii. One Dean’s office
      iii. One conference room
      iv. Office for the STEM Coordinator
      v. One office (assignment to be determined later)
   c. The 2nd floor area in Building ‘B’ will contain a Dean’s office and conference room.

4. A 100 SF office for the IT Specialist needs to be provided adjacent to Computer Services B136. The architect will revise to plan to show this office.

5. Pathway neighborhood assignments were discussed with the following being agreed:
   a. Building ‘A’ South: 9th Grade
   b. Building ‘A’ North: Off Shore
   c. Building ‘B’ South: Geoscience (two story neighborhood)
   d. Building ‘B’ North: Alternative Energy

6. Mr. Jelliffe suggested that the Teacher Work Centers in the two story neighborhoods be split between the two floors with a 500 SF work center being provided on each floor for each neighborhood. It was decided that the architect should move forward with this suggestion.

7. There was a brief discussion about the Community Meeting to be held on October 21, 2014 at 6:30PM in the cafeteria of EIHS. The architect will prepare a Power Point presentation and submit it to HISD one week prior to the Community Meeting for comment.
ACTION ITEMS:
  4-1 Review the comments noted above and revise the design accordingly (VLK)

WHAT TO EXPECT AT THE NEXT PAT MEETING:
  1. Begin detailed discussions about the design of the various neighborhoods.

NEXT PAT MEETING: Thursday, November 6, 2014 3:00 PM
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,

Nestor Martinez
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