



## Minutes 2012 Bond Project Advisory Team (PAT) Meeting Pilgrim Academy

**MEETING #:** 4

**LOCATION:** Pilgrim Academy K-8

**DATE / TIME:** December 2, 2014 4:00pm

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

<input type="checkbox"/>	Diana Castillo	Principal	<input checked="" type="checkbox"/>	Tom Davies	Teacher
<input checked="" type="checkbox"/>	Andrew Casler	Dean of Students	<input type="checkbox"/>	Carrie Flores	Assistant Principal
<input type="checkbox"/>	Jim Teater	Community	<input type="checkbox"/>	Romericco Romero	Teacher
<input checked="" type="checkbox"/>	Andrew Camann	Teacher	<input checked="" type="checkbox"/>	Region Hunter	Parent
<input checked="" type="checkbox"/>	Don Kerl	RDC Architects	<input checked="" type="checkbox"/>	David Funk	HISD
<input checked="" type="checkbox"/>	Stennis Lenoir	RDC Architects	<input checked="" type="checkbox"/>	Albert Wong	HISD

**PURPOSE:** Review and confirm Pilgrim Academy's "Guiding Principles" and discuss the proposed Capacity Model.

**AGENDA:**

- Brief Introduction of RDC Architects
- Review the current Pilgrim Academy Capacity Model
- Introduction of the Pilgrim Academy Space Requirements and Space Descriptions
- What to expect at the next PAT Meeting

**DISCUSSION:**

1. Stennis Lenoir and Don Kerl, RDC Architects Principals, introduced themselves to the PAT members in attendance. The PAT members in attendance identified their involvement and reasons for participation, too.
2. There was a brief review of the Pilgrim Academy Capacity Model space requirements. According to the 2012 Bond Program description, the scope of work was defined as a Renovation/New Addition project.
3. A review of all the Pilgrim Academy spaces inside the building will be required, according to David Funk, to determine the priorities for the building in this bond program. The five priorities of focus for this campus are the following:
  - A. Get the Middle School Grade classes out of the T-Buildings.
  - B. Have more Pre-K classes to equal the number of Kindergarten classes.
  - C. Add one more Kindergarten class to balance grade level cohorts.
  - D. Provide more restrooms.



- E. Provide the correct sized existing classrooms and provide more new spaces suitable for Middle School students.
- 4. Flex Lab classrooms can be utilized as Learning Centers until needed to come on line. Typically, high schools only have one flex lab.
- 5. Due to the limited construction funding for the 2012 HISD Bond Program for Pilgrim Academy, any additional classroom requirements may have to be provided for in “future HISD Bond Programs”, while attempting to Master Plan for these currently, if possible. The current strategy might be to obtain as much square footage as possible with the current funds and “ghost in” where future building additions might logically occur.
- 6. The current logic might be to get the Fifth Grade classes away from the Middle School program areas.
- 7. Typically, there should be restrooms included in the Pre-K and K classrooms. These classrooms are typically 1,000 SF in size.
- 8. Ideally, two Pre-K classrooms can be added back to the Program later to replace the two classrooms eliminated when the existing Dining Area was increased in size to accommodate more students. The three Flex lab spaces (1,000 SF ea.) can be changed into Pre-K spaces, if needed initially. According to Mr. Funk, all K-8 schools are actually Pre-K thru 8 school curriculums.
- 9. There are currently 14 classes located in the existing T-Buildings: 12 Middle School and two Fifth Grade classes. The Middle School core teaching areas are comprised of 5 ELA, 2 Social Studies, 3 Math and 2 Science classrooms. The 2 Science Learning Centers will share either a 300 SF Storage Room or have separate 150 SF Storage Rooms.
- 10. The Middle School students currently share the same common toilet areas with the Elementary School students, which is not a good situation. There should be separate facilities for both groups to prevent potential disturbances, etc.
  - A. Group restrooms are dictated by the building codes. There should be at least two group restroom areas each for the Elementary School and Middle School groups.
  - B. The Middle School restrooms can be added in the new addition as part of the 38% Utilization Factor for Support Areas.
- 11. The Art Program is intended for the Middle School students, with 1 Art Learning Center, 1 Kiln Room and 1 adjacent Storage Room.
- 12. The current Music Program has 1 Instrument and 1 Vocal area each. Practice Rooms are typically small areas, expensive to build because of acoustical requirements, and was determined by the PAT as not required. The Instrument Storage area is currently sized at 600 SF, but may be reduced in size, if the Vocal Program is emphasized.
- 13. For the typical Multi-Purpose areas, these usually have a combination of Cafeteria and Gymnasium facilities. However, the current, existing Multi-Purpose Room has a built-in stage area with risers and does not accommodate more than one grade level at a time. For UIL sports, the typical size of a Middle School basketball court is 84’ L. X 50’ W, with 10’ overruns on all sides. This current Multi-Purpose Room will have to be measured to confirm its present dimensions and determined if it can be increased in size to have a regulation size basketball court for the Middle School Program. Additionally, seating for a minimum of 250 people would be needed. This can be accommodated by portable seating, with at least three rows of bleachers.
- 14. The Cafeteria/Dining Area starts serving lunches as early as 9:40 am, due to the limited size of this area. HISD Food Services will need to evaluate this area for future needs.



15. Pilgrim Academy has not gone to the "One-to-One" computers program yet. The current Educational Specifications Program typically requires a Computer Repair Room, with a Transaction Counter, sized around 850 SF. In the interim, this space can be used as a typical Learning Center, if needed.
16. The Specialty Program would consist of an IT/Robotics Learning Center, sized at 1,200 SF.
17. All Furniture solutions will come from a separate FF&E category in the overall Project Budget.
18. The Draft Educational Specifications will be issued to the Architects in the near future when they are approximately 85% complete, according to Mr. Funk, and should be finalized when the Schematic Design Phase is completed by the Architects.

**QUESTIONS/ANSWERS:**

1-1 None.

**ACTION ITEMS:**

2-1 Schedule User Group Meetings with the Pilgrim Academy Administration, Faculty and Staff to review and discuss Space Descriptions. (Funk)

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

1. Begin reviewing Space Descriptions

**NEXT PAT MEETING:** Tuesday, January 6, 2015; 4:00 pm, Pilgrim Academy

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

Sincerely,

**Albert Wong, AIA**

Project Manager

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