



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Garden Oaks Montessori

MEETING #: 1

LOCATION: Garden Oaks Montessori

DATE / TIME: September 12, 2014, 4:00 p.m.

ATTENDEES: (those marked with a check were present)

✓	Aasletten, Laura	Magnet Coord.
	Atkinson, Michael	PTO/Parent
✓	Blanco, Rebecca	Teacher
✓	Carson, Beverly	Teacher
✓	Cruise, Sarah	Parent
	De Alba, Brenda	Community
✓	Fisher, John	Parent
	Harmon, Gary	Community
	Harmon, Joan	Community

	Judkins, Jeremiah	PTO/Parent
✓	Knauth, Tonya	Parent
✓	Marcontell, Matt	Parent
✓	McCosh, Cheryl	PTO/Parent
✓	Odinet, Randy	Parent
✓	Pollock, Lindsey	Principal
	Santana, David	Teacher
	Tatum, Jay	PTO/Parent
	Tatum, Shana	PTO/Parent

	Bankhead, Dan	HISD – Fac. Design
	Barrera, Gloria	HISD – Fac. Planning
✓	Clayton, Clay	HISD – Fac. Design
	Funk, Dave	HISD – Fac. Design
	Hill, Sherry	Hill, Swart Chu Architects LLC.

	Robertson, Sue	HISD – Fac. Planning
	Swart, Sam	Hill, Swart Chu Architects LLC.
✓	Walker-Rice, Douglas	HISD – Assistant Project Manager
	Wright, Kedrick	HISD – Fac. Design
✓	Yoas, Claude	HISD – Project Manager

PURPOSE: The purpose of this meeting was to introduce the parties involved with the planning, design, construction, and to set expectations as well as responsibilities for the Project Advisory Team (PAT).

AGENDA:

- Introductions of the PAT members, HISD and Rice & Gardner representatives
- The PAT’s role and responsibilities in the planning, design and construction process.
- 21st Century Educational Facilities
- Guiding Principles
- What to expect at the new PAT meeting

DISCUSSION:

1. Principal Lindsey Pollock welcomed the participants and introduced Clay Clayton of HISD.



2. Clay Clayton, HISD Facilities Planning introduced the 2012 HISD Bond video. The video gave the PAT an idea of what the classroom is shaping into for 21st century learning. From collaborative learning spaces, to the introduction of personal laptops for each student, HISD is leading the rest of the country in developing the classroom of tomorrow.
3. The role of the PAT was discussed as an advisory capacity.
4. Mr. Clayton presented the phases of planning, design and construction.
5. Mr. Clayton described changes in the 21st century classroom environment. Multimedia devices are being used more and more in the classrooms. Along with advances in technology, classroom space is being used differently in the 21st century schools. Furniture that is easily moved and able to create a more open, collaborative learning environment is typical. This mimics what the students can expect in a college campus setting.
6. The PAT handbook was passed out. PAT members were asked to review the material and sign that they are committed to assist in seeing this project throughout the multiyear process. PAT members signed the PAT agreement and submitted the form before the meeting was over.
7. The Capacity Model was discussed and it was explained how the size of the school as well as the classrooms are calculated. A PAT member stated that a traditional classroom is too small for the curriculum in a Montessori School, so this could impact the capacity model and the planning of the school.
8. There was a concern expressed about the capacity of the school. The campus plans on increasing their student body substantially the next few years. The PAT wants to make sure there is enough room to grow into the building.
9. Questions/comments poised to the PAT:
 - a. What are some of the goals and expectations?
 - b. What are the greatest needs of the campus?
 - c. What do we want to accomplish here?
 - d. The PAT was requested to create a priority list.
 - e. Homework for the PAT is "What are the Guiding Principles of this school?"

QUESTIONS/ANSWERS:

1. A member of the PAT commented on wanting to preserve the trees in the area.
 - a. Mr. Clayton mentioned that this could be included this in their Guiding Principles, but to consider broadening the statement to encompass the environment.
2. It was mentioned that the school would like to have a dance studio/ music room.
3. The PAT discussed having two additional science rooms added to the school.
4. The group voiced they would like a building that can withstand severe weather.
5. Providing a space to accommodate the campus family night of approximately 900 participants was discussed.

ACTION ITEMS:

1. The project manager, Claude Yoas will be sending out meeting invitations for the next PAT meeting to all members.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

- | | |
|------|------------------------------|
| 1-01 | Review of goals |
| 1-02 | School Expectations |
| 1-03 | Greatest needs of the campus |
| 1-04 | Priority list |

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1-05 Guiding principles.

NEXT PAT MEETING: Friday, October 10, 2014 4:00 pm, Garden Oaks Montessori- Library.

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,

Claude Yoas
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