



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**Kashmere High School**

**MEETING #:** 3

**LOCATION:** Kashmere High School

**DATE / TIME:** November 18, 2013, 4:30 PM

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

✓	Amber Williams	Principal	✓	Douglas Lacy	HISD Program Manager
✓	Patsy Morehead Potts	Teacher		Sue Robertson	HISD GM Facilities Planning
	Ronnie Porter	Teacher	✓	Bob Myers	HISD Design Manager
✓	Ken Williams	Community Member	✓	Dave Funk	HISD Facilities Planner
✓	Huey German-Wilson	Community Member	✓	John Haugen	NATEX, Architects
	Esther Omogbehin	School Support Officer	✓	Anthony Payne	NATEX, Architects
	Princess Jenkins	HISD Facilities Planner	✓	Carolina Weitzman	NATEX, Architects

**PURPOSE:** Discussion focused on the development of the Guiding Principles and the Capacity Model.

**AGENDA:**

- Welcome and introductions
- Review and approve Guiding Principles
- Introduction of design team
- What to expect at the next PAT meeting

**DISCUSSION:**

1. The HISD Project Manager, Douglas Lacy, introduced the Kashmere High School Architectural Team from NATEX Corporation Architects to the PAT members. The NATEX team personnel and responsibilities are:
  - a. John Haugen – Principal Partner and Project Manager
  - b. Carolina Weitzman – Principal Partner and Program Manager
  - c. Anthony Payne – Project Architect



2. John Haugen presented a narrative of the NATEX Corporation and the history of the firm with Houston Independent School District. The goal, as presented from the NATEX team, for the vision of the project is:
  - a. Communal spaces – emphasizing collaboration and flexibility
  - b. Interaction between interior and exterior connections
  - c. Establish a clear sense of entry
3. The NATEX Corporation expressed the desire to quickly process the needs of the Kashmere High School by the following methods:
  - a. Facility assessment
  - b. Review maintenance issues
  - c. Set priority list
  - d. Finalize space requirements
4. HISD Facilities Planner, Dave Funk, and the PAT reviewed and finalized the Guiding Principles established from the previous month's meeting. The Guiding Principles for the Design and Renovation of Kashmere High School are as follows:
  - Kashmere High School will have flexible and adaptable learning spaces that will accommodate and meet the academic and social needs of its diverse learners.
  - Kashmere High School has a strong community presence. The newly renovated environment should reflect and honor over 50 years of a prestigious legacy of academics, fine arts and sports.
  - Kashmere High School shall provide a functional and educationally stimulating environment that will provide safety and security for students and the community.

**ACTION ITEMS:**

- 3-01 Distribute Guiding Principles (Jenkins)
- 3-02 Condition assessment, work order research, scope development (Natex)

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

1. The architects will report progress on the following items:
  - Condition Assessment
  - Work Order Research
  - Development of Scope

**NEXT PAT MEETING:** The next PAT meeting will be held on Tuesday, December 16, 2014 at 4:30pm.

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,

**Douglas Lacy**  
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