Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Wilson Montessori School

MEETING #: 003
LOCATION: Wilson Montessori School
DATE / TIME: November 10, 2014, 5:00pm

ATTENDEES: (those marked with a check were present)
- Beth Bonnette  Principal
- Patsy Cavazos  School Support Officer
- Debra Loewenstein  Teacher
- June Spencer  Friends of Cherryhurst Park
- Ernesto Alfaro  Parent
- Amber Moncla  Parent
- David Jans  Parent
- Ken Smart  Parent
- David Funk  HISD Fac. Design
- Brian Alling  HISD Project Manager
- Jodi Aserkoff  Elem. Teacher
- Melissa Bohls  Lower Elem. Teacher
- Parra Camilo  Neighborhood citizen
- Wendy Freed  Early Childhood Teacher

PURPOSE: The purpose of the meeting was to further develop the Educational Specifications.

AGENDA:
• Review the Capacity Model with the PAT.
• Finalize Wilson’s Guiding Principles for the 2012 Bond project.
• What to expect at the next PAT Meeting

DISCUSSION:
1. Brian Alling, Project Manager for HISD, thanked the attendees for their time and commitment to the project.
2. Mr. Alling shared notes from the previous PAT meeting’s list of prioritized Guiding Principles.
   a. Attendees re-read each Guiding Principle and noted minor editing suggestions to improve the readability and content of each.
   b. The Guiding Principles were updated electronically during the meeting.
   c. Principal Bonnette requested a draft version of the document be emailed to her for one final review prior to HISD publishing online next week.
3. Mr. David Funk, HISD Facilities Planner, shared a brief update of the campus Capacity Model document.
   a. The meeting attendees reviewed several key areas of the capacity model, the sizes of room/areas proposed and the quantity of various restrooms, closets, etc.
   b. Mr. Funk updated the electronic file document in response to comments/edits suggested by the PAT.
c. A follow up meeting with Principal Bonnette will be scheduled next week to complete the Space Requirements (particularly the Administration Area).

QUESTIONS/ANSWERS:
1. None

ACTION ITEMS:
3.01 Mr. Alling and Mr. Funk agreed to meet with Principal Bonnette and her key administrative staff at least twice prior to project deadline January 31, 2015 in order to ensure the schedule is met.

WHAT TO EXPECT AT THE NEXT PAT MEETING:
1. The PAT will review each room/area and functional requirements of each.

NEXT PAT MEETING: Monday, December 8, 2014 5:00 pm; at Wilson Montessori School.

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,

Brian S. Alling
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