



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Askew Elementary School

MEETING #: 009

LOCATION: Askew Elementary School

DATE / TIME: May 14, 2015, 3:30pm

ATTENDEES: (those marked with a check were present)

	Amanda Polk	
	Asma Ahmed	
X	Beverly Fisher	Secretary
	Dawn Danowski	Teacher
X	Earle Taylor	Technologist
X	Ebony Cumby	Principal
X	Fatima Spinner	Teacher
X	Jane Farley	Teacher
X	Jennifer Major	Parent/Community
X	Karen Calhoun	Teacher
	Kathy Geer	Registrar
X	Raul Ruiz	Assistant Principal
X	Scott Bounds	Vanguard Magnet Coordinator
X	Veronica Pina	Vanguard Magnet Secretary
	Rick Sperandio	Parent/Community Member

	Bankhead, Dan	HISD – Facilities Design
	Barrera, Gloria	HISD – Facilities Design
	Clayton, Clay	HISD – Facilities Planning
X	Funk, Dave	HISD - Facilities Design
	Robertson, Sue	HISD - Facilities Planning
	Wright, Kedrick	HISD - Facilities Design
X	Michael Scott	HISD Bond – Senior Project Mgr.
	Rod Sias	HISD Bond – Construction Mgr.
X	Dustin Fredrickson	HISD Bond – Assistant Project Mgr.
X	Amber Moncla	cre8 – Design / PA
X	Bayardo Selva	cre8 – Design / PA
X	George Watanabe	cre8 – Project Manager
X	Matisia Hollingsworth	HISD Bond – Senior Manager
X	Rebecca Kiest	HISD - Communications

PURPOSE

The purpose of this meeting was to review and discuss Schematic Design since the design charrette.

AGENDA ITEMS:

- Introductions
- Review and discussed updated site and floor plans
- Review programming items that require further clarification
- What to expect at the next Project Advisory Team meeting

NOTES:

- Cre8 Architects provided a presentation reflective of items to be expanded on design wise since the design charrette held 4/27 and 4/28/2015 as follows:
- Site Plan
 - Cre8 architects reviewed the current site plan with PAT members with discussion offered to the following points:
 - Walking Path added: Current staff expressed some dissatisfaction with the current track which is ½ of mile or approximately 880 feet. The proposed walking path is 980 feet or 100 feet longer.
 - The possibility of Pre-K and Kindergarten students loading from an alternate location was discussed along with the possibility of 3 drive up areas in lieu of the current 4 dismissal locations: daycare, walkers, circle drive up(graded 3 through 5) and teachers(parking lot).
 - The bus drive was shown as covered and shaded on the east side of the building.
 - Playground and Outdoor Learning areas were reviewed with the consensus that both of these areas need further development and would be revisited at future PAT meetings.
- Floor Plans
 - Cre8 architects reviewed the current site plan with PAT members with discussion offered to the following points:

First Floor

- The restroom immediately adjacent to the proposed lobby was identified as somewhat of an oddity along with the restroom located in the community room. Both areas will be revisited at a future PAT meeting.
- Cre8 advised that the location of the dining areas could possible change once input is provided from HISD Food Service.
- The classroom pods lacked a central work room: additional PAT feedback is required. PAT members advised that one of the functions/purposes of the work room was to be used as a development/copy area.

Second Floor

- PAT members recommended flipping the locations of the 4th and 5th grade classroom pods in an effort to allow the spaces to offer more flexibility.
- The suggestion was also made: The restroom immediately adjacent to the proposed lobby was identified as somewhat of an oddity along with the restroom located in the community room. Both areas will be revisited at a future PAT meeting.
- Cre8 advised that the location of the dining areas could possible change once input is provided from HISD Food Service.



- The cafeteria would have 2 serving lines.
- PAT members advised that a more centrally located work room might be more functional versus work rooms located at each teaching pod location.
- Cre8 to provide information relative to using folding partitions between classroom pods.

- Three Dimension Model
 - Cre8 architects provided a model of the proposed building with PAT Members with discussion offered to the following points:
 - First Floor
 - Cre8 to revisit current location and placement of the work rooms, wet labs, and community rooms. Cre8 to also readdress the location of the boys' and girls' restroom facilities in the dining area.
 - Cre8 to restudy the proposed location of the administration area.
 - Second Floor
 - Cre8 to revisit the location of the learning commons area and possibly close off the computer area as a separate space from its current location.
 - Pat members showed a preference for a consolidated work room area and a more convenient proximity/alignment to the restroom facilities.

- All attendees along with the PAT members in attendance agreed to move up the time of both the June and July PAT meetings from 3:30pm to 9am.

- Questions / Concerns
 - Could additional exits from the parking lot line up with intersecting streets on Wood Loge Drive? Cre8 advised that this would not be a safe solution.
 - Will play areas be multi-level? Cre8 to confirm as these areas are developed as multi-level.
 - Are any proposed entrances or exits immediately opposite Cherry Ridge? Cre8 confirmed that none are being proposed.

- Next Steps? What to expect at next Project Advisory Team Meeting. **(June 11, 2015)**
 - Status of Schematic Design

ACTION ITEMS - (May 14, 2015):

- 9-01 Schematic Design
- 9-02 Research of work room and admin areas; amount of glazing proposed

NEXT MEETING: Thursday, June 14, 2015 - @ 9:30 a.m.



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

Sincerely,

Michael J. Scott
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C: All attendees