



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

MEETING #: 010

LOCATION: Askew Elementary School

DATE / TIME: June 11, 2015, 9:30am

ATTENDEES: (those marked with a check were present)

	Amanda Polk	
X	Derek Blair	cre8 – Design / PA
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
X	Kathy Geer	Registrar
X	Raul Ruiz	Assistant Principal
X	Scott Bounds	Vanguard Magnet Coordinator
X	Veronica Pina	Vanguard Magnet Secretary
X	Rick Sperandio	Parent/Community Member

	Bankhead, Dan	HISD – Facilities Design
	Barrera, Gloria	HISD – Facilities Design
	Clayton, Clay	HISD – Facilities Planning
	Funk, Dave	HISD - Facilities Design
	Robertson, Sue	HISD - Facilities Planning
	Wright, Kedrick	HISD - Facilities Design
X	Michael Scott	HISD Bond – Senior Project Mgr.
X	Dinah Wiafe	HISD Bond – Design Mgr.
	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 the status of Schematic Design.

AGENDA ITEMS:

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



NOTES:

- Michael Scott opened the meeting by confirming that a video of the Design Charrette, that was posted on the Askew – HISD Website, had been seen by most PAT member and that it had been forwarded on to askew parents for viewing as well.
- Cre8 Architects provided a presentation reflective of items to be expanded on design wise since the last PAT Meeting held 5/14/2015 as follows:
- Site Plan
 - Cre8 architects reviewed the current site plan with pat members with discussion offered to the following points:
 - Drive up area, exiting locations, and lane widths for same
 - Potential sidewalk running north-south to be located on the west side of the site
 - HISD design manager recommended that the driveway be stretched to accommodate the canopy.
 - Examine the possibility of push the existing building footprint north thus reducing the current building setback from 60 to 40 feet. The bus drive was shown as covered and shaded on the east side of the building.
 - Overall Site Plan to be restudied by cre8 for further development and would be revisited at the next PAT meeting with specific attention given to the follow items: play areas, parking, flipping of outdoor track, movement of building footprint further north, and all outdoor learning areas.
- Floor Plans
 - Cre8 architects reviewed the current floor plans with pat members with discussion offered to the following points:
 - First Floor
 - Practice Room: location could possibly challenge current HISD Education Specification
 - Life Skills: The campus announced that starting next year, they will have a Life Skills classroom in addition to the Self Contained Learning Center. This will result in the need for an additional +/- 1,200 sf which is currently not in the Ed Specs. HISD will confirm if this is a new requirement for the new building. Consider moving either the Wet Lab or Visual Classroom to the second floor to make room for the Life Skills classroom
 - Clinic area: electric strike to be added at entrance doorway
 - Mail/Print Room: adjacencies to be revisited
 - Crossing Guard Storage: area or size to be adjusted
 - Self-Contained Learning and Community Room: possibly flip these
 - Registrar's office: revisit addressing workspace area & security
 - Boys and Girls Restrooms: revisit lavatories
 - Extended Learning areas: revisit
 - PAT requested that there be a specific distinction between the learning commons area from ancillary areas

Second Floor

- Reviewed the recommended flipping of the locations of the 4th and 5th grade classroom pods in an effort to allow the spaces to offer more flexibility.
 - Revised plan shows the Central Teachers' Workroom located on the second floor. Workroom needs to be on the first floor. Consider locating the workroom on the first floor by eliminating the theater/voice practice room. PAT indicated that this practice room was not needed. The Print Shop shown in the Ed Specs should not be located in the Learning Commons but instead be located adjacent to the Central Teachers' Workroom and Teacher's mailboxes
 - PAT generally approved of the revised plan showing the Community Room and Clinic opening off of the Security Vestibule, the revised locations of the restrooms at the Dining/Multipurpose Room and Teachers' Lunchroom.
 - Extended Learning Areas are simply widened corridors. cre8 to design space to encourage small group and collaborative learning
- All attendees along with the pat members in attendance agreed to have an interim PAT Meeting on 6/24/2015 at 1pm. Additionally, the agreement was made to move the upcoming Community Meeting, currently scheduled for 7/14/2015 to 7/29/2015 at the same time or 6:30pm. HISD Communication to provide confirmation of same at July pat meeting.

Questions / Concerns

- What is the intent of the sidewalk running east-west on Wood Loge Drive? Cre8 that this was used mainly for circulation.
 - What is the main use of the area immediately in front outdoor area immediately in front of the school? Cre8 confirmed that the design intent is a community space and outdoor play area for students. The PAT along with HISD recommended that cre8 further define and use, feasibility of this are with specific input from staff. The front play area should also be fenced in.
 - Shouldn't there be area for future building expansion per the 2012 Bond Program? Cre8 advised that the space requirements of the current building footprint didn't allow for this; HISD to research and advise at next PAT meeting.
- Next Steps? What to expect at next Project Advisory Team Meeting. **(June 24, 2015)**
 - Status of Schematic Design

ACTION ITEMS - (June 11, 2015):

10-01 Schematic Design



10-02 Revisit overall Site Plan

NEXT MEETING: Thursday, June 24, 2015 - @ 9:30 a.m.

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

Sincerely,

Michael J. Scott
Senior Project Manager
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C: All attendees