



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

MEETING #: 011

LOCATION: Askew Elementary School

DATE / TIME: June 24, 2015, 1:00am

ATTENDEES: (those marked with an “x” check were present)

	Amanda Polk	
	Derek Blair	cre8 – Design / PA
X	Beverly Fisher	Secretary
	Dawn Danowski	Teacher
	Earle Taylor	Technologist
X	Ebony Cumby	Principal
X	Fatima Spinner	Teacher
X	Jane Farley	Teacher
	Jennifer Major	Parent/Community
X	Karen Calhoun	Teacher
	Kathy Geer	Registrar
	Raul Ruiz	Assistant Principal
	Scott Bounds	Vanguard Magnet Coordinator
	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.
	Mike Huang	Cre8 – Design / PA
	Amber Moncla	cre8 – Design / PA
	Bayardo Selva	cre8 – Design / PA
X	George Watanabe	cre8 – Project Manager
	Matisia Hollingsworth	HISD Bond – Senior Manager
	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, Senior Project Manager for the HISD Bond Program opened the meeting and immediately addressed PAT meeting minutes and posting of same.
- Cre8 Architects provided a presentation reflective of items to be restudied/revisited design wise since the last PAT Meeting held 6/11/2015 as follows:
- Site Plan
 - Cre8 architects reviewed the current site plan with PAT members with discussion offered to the following points:
 - Width and length of the playground has now been reconfigured.
 - Location of Outdoor tracked has now been flipped to run North-South.
 - Overall building footprint has been relocated further north thus reducing building setback.
 - Overall Site Plan has now been revised to include the aforementioned items as well as the outdoor learning areas.
 - The PAT inquired about swing space options during construction for current enrollment of students occupying the existing temporary buildings including an outdoor play area; principal confirmed a quantity of approximately 22 classrooms used by 480 students.
 - The PAT also inquired about parking options during construction of new school.
 - Mr. Scott confirmed that he would provide an update regarding both the swing space and parking options during construction at the next PAT meeting.
- Floor Plans
 - Cre8 architects reviewed the current floor plans with PAT members with discussion offered to the following points:

First Floor

- The Life Skills Room now has a new location.
- The location of the Conference Room could possibly be changed along with reworking of principal's office and conference room.
- The Design intent of principal's office should be an inviting and secured space.

Second Floor

- Windows in the Counselor's office – cre8 and HISD to confirm
- The Assistant Principal's office probably should be relocated along with the testing counselor's office.
- The vertical height of railing/ledge in the Computer Area should be confirmed.



- The PAT requested that a fact sheet be distributed prior to the Community Meeting scheduled for 7/29/2015; RGCI to confirm.

Questions / Concerns

- Could there possibly be a corridor connecting the 3rd and 5th grade classrooms? cre8 to review and advise.
 - Why are BCR and FCR rooms' located so far apart specific to Cat 6 vs fiber optic cable runs? RGCI to verify/clarify.
 - Where are the Staff Restroom and Teacher Workrooms located? cre8 confirmed the location.
 - 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? (**July 9, 2015**)
 - Schematic Design Update

ACTION ITEMS - (June 24, 2015):

11-01 Schematic Design Revisions

11-02 Swing Space/Relocation Transition Plan Options for Temporary Buildings

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

Please review the meeting minutes once posted and submit any corrections to Michael Scott.

If no corrections are submitted with five (5) days from HISD posting, the minutes will be assumed to be accurate.

Sincerely,

Michael J. Scott
Senior Project Manager
HISD – Construction & Facility Services
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C: All attendees