



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

**MEETING #:** 013

**LOCATION:** Askew Elementary School

**DATE / TIME:** August 13, 2015, 3:30pm

**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
	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
	Scott Bounds	Vanguard Magnet Coordinator
X	Veronica Pina	Vanguard Magnet Secretary
X	Rick Sperandio	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
X	Wright, Kedrick	HISD - Facilities Design
X	Michael Scott	HISD Bond – Senior Project Mgr.
	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
X	Rebecca Kiest	HISD - Communications
X	Derek Blair	Cre8 – Project Architect

**PURPOSE**

The purpose of this meeting was to discuss feedback from the Community Meeting held 7/29/2015.

**AGENDA ITEMS:**

- Introductions
- Review and discuss feedback from Community Meeting Presentation
- Review and discuss Comment Cards received from Community Meeting Presentation
- Provided update relative to Swing Space/Relocation Options
- Review and discuss schedule for Design Development interviews
- What to expect at the next Project Advisory Team meeting?



## NOTES:

- Michael Scott, Senior Project Manager for the HISD Bond Program opened the meeting advising the PAT of specific items to be covered per the provided agenda.
- As requested by Mr. Scott, PAT members provide feedback from the Community Meeting as follows:
  - Breakout sessions for Q & A at the easels displaying the project design boards was a good idea although some PAT members felt not enough team members were present to respond to questions posed by attendees.
  - Overall the PAT member advised that they felt the community was excited and optimistic about the design of the new school.
  - One PAT member recommended that all HISD staff speaking, in an effort to be well received, might offer an introduction prior to addressing attendees. Another PAT member stated that each PAT member should be introduced to all attendees
- Comment Cards
  - Mr. Scott provided a tabulated list of all comment cards filled out by attendees and turned into HISD. This list was reviewed with the PAT members with a summary of all comments falling into 4 main categories as follows:
    - Staff Parking during construction
    - Outdoor play areas during construction
    - Traffic flow during construction and post construction
    - Maintenance of and location of service drive including potential sound buffering that may be required to address noise brought on usage.
  - Mr. Scott advised that cre8 architects would address each of the 4 main items in detail especially taking a real hard look with HISD about the outdoor play areas during construction.
  - One PAT member advised of a recommendation posed by a community member in attendance at the recent community meeting, of the possibility of flipping the current floor plan locations of the learning commons and cafeteria areas in an effort to address the issues posed by the current location of the service drive. Mr. Scott directed cre8 architects to review/examine this recommendation fully and respond by the next PAT meeting.
  - Another PAT member inquired about the possibility of an HISD staff member attending the next HOA meeting scheduled for 8/20/2015. HISD advised that they would verify if this could be facilitated.
- Design Development Interview Schedule
  - Cre8 architects discussed the upcoming pending interviews scheduled with the current askew school staff. The school recommended that a firm schedule be prepared and approved in advance.



#### Questions / Concerns

- Is it possible for an additional Community Meeting to be held over and above the 2 remaining as an informational meeting with the neighborhood civic association? HISD communication confirmed that this has been done in some instances in the past if a compelling reason existing to do so and if it was absolutely necessary.
- Is the current design for enrollment of 850 sufficient? It was confirmed that 7% of ancillary spaced could be used due to the fact that the current demographics changed as a result of rezoning. The current education spec allows for future expansion via temporary buildings.
- Is there a current state requirement for outdoor play time/day? The school confirmed that the state requirement was 30 minutes/day.
- Next Steps? What to expect at next Project Advisory Team Meeting? **(September 10, 2015)**
  - Site Plan Update per Community Meeting

#### **ACTION ITEMS** - (August 13, 2015):

13-01 Site Plan Revisions per Community Meeting Feedback

13-02 Swing Space/Relocation Transition Plan – Update

**NEXT MEETING:** Thursday, September 10, 2015 - @ 3:30 p.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