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

MEETING #: 028
LOCATION: Askew Elementary School
DATE / TIME: August 10, 2016, 3:00pm
ATTENDEES: (those marked with an “x” check were present)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Position</th>
<th>Organization</th>
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<tbody>
<tr>
<td>Amanda Polk</td>
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<tr>
<td>Derek Blair</td>
<td>cre8 – Project Architect</td>
<td>HISD – Facilities Design</td>
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<td>X Beverly Fisher</td>
<td>Secretary</td>
<td>Division One</td>
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<tr>
<td>Dawn Danowski</td>
<td>Teacher</td>
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<tr>
<td>Earle Taylor</td>
<td>Technologist</td>
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<td>X Ebony Cumby</td>
<td>Principal</td>
<td>HISD Bond – Design Mgr.</td>
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<td>Fatima Spinner</td>
<td>Teacher</td>
<td>HISD - Transportation</td>
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<td>X Jane Farley</td>
<td>Teacher</td>
<td>Teacher</td>
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<td>X Jennifer Major</td>
<td>Parent/Community</td>
<td>Holly Huffman</td>
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<td>X Karen Calhoun</td>
<td>Teacher</td>
<td>George Watanabe</td>
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<td>Kathy Geer</td>
<td>Registrar</td>
<td>Andreas Peeples</td>
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<td>Raul Ruiz</td>
<td>Assistant Principal</td>
<td>Rebecca Kiest</td>
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<td>Scott Bounds</td>
<td>Vanguard Magnet Coordinator</td>
<td>X Ron Keller</td>
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<td>X Veronica Pina</td>
<td>Vanguard Magnet Secretary</td>
<td>HISD Bond – Project Mgr.</td>
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<td>Rick Sperandio</td>
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Bankhead, Dan      | HISD – Facilities Design      |                                |
Taylor, Scott      | Division One                  |                               |
Helen Spencer      | HISD – Communications         |                               |
Weiss, Tom         | Division One                  |                               |
Dr. Robert Lundin  | HISD - SSO                    | Dinah Wiafe                   |
Chester Glaude     | HISD - Transportation         | Bianca Garrick                |
Helen Spencer      | HISD – Communications         | Holly Huffman                 |
Weiss, Tom         | Division One                  | George Watanabe               |
Fatima Spinner     | Teacher                        | Andreas Peeples               |
Kathy Geer         | Registrar                      | Rebecca Kiest                 |
Raul Ruiz          | Assistant Principal            | X Ron Keller                  |
Scott Bounds       | Vanguard Magnet Coordinator    | HISD Bond – Project Mgr.      |
X Veronica Pina    | Vanguard Magnet Secretary      | Rick Sperandio                |

PURPOSE
The purpose of this meeting was to review and discuss further community meeting presentation.

AGENDA ITEMS:
- Review Phase 1 progress and schedule
- Review offsite parking.

NOTES:
- Mr. Taylor discussed the current construction schedule timeline. The schedule is tight. Weather permitting the new portable installation is expected to complete before the first day of school.
- Teachers asked about storage cabinets and backpack storage in the new portables. The principal and Dr. Lundin will see what HISD has in the warehouse. Some storage cabinets may need to be ordered.
The PE shed needs to be moved to be located near the new asphalt play surface. The gym equipment that is currently stored in the library needs to be put inside of the shed. D1 thinks the shed will not make the move and will look into a replacement shed.

HISD has signed up Sam Limousine to transport teachers to and from the remote lot at Revere.

Ron will get with Dan Bankhead to make sure that Chief Mott has officers at the school in the morning and afternoon for traffic control for the first couple of weeks until the parents get familiar with the flow around the campus.

The PAT asked about HISD getting no parking signs installed in the neighborhood so that staff and parents would not park on the streets. Ron discussed the fact that it is not illegal for people to park on public streets as long as they don’t block driveways, mailboxes or emergency vehicle access. Ms. Cumby will continue to encourage teachers to use the remote lot and shuttle being provided by the district.

Questions / Concerns

Next Steps? What to expect at next Project Advisory Team Meeting? (September 22, 2016)

- Construction Update
- Drainage update at new road next to residential properties.

ACTION ITEMS - (August 10, 2016):

28-01  Additional teacher storage – RGCI (Ron Keller)
28-02  Construction update – cre8 (George Watanabe) & D1(Scott Taylor)

NEXT MEETING: Tuesday, September 22, 2016 - @ 4:30 pm

Please review the meeting minutes once posted and submit any corrections to Ron Keller. If no corrections are submitted with five (5) days from HISD posting, the minutes will be assumed to be accurate.

Sincerely,
Ron Keller AIA
Senior Project Manager
Rice Gardner /HISD – Construction & Facility Services
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Houston, TX 77007
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Email: Ron.keller@ricegardner.com