



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

**MEETING #:** 016

**LOCATION:** Askew Elementary School

**DATE / TIME:** October 15, 2015, 4:30pm

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

	Amanda Polk	
	Derek Blair	cre8 – Project Architect
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
	Karen Calhoun	Teacher
X	Kathy Geer	Registrar
X	Raul Ruiz	Assistant Principal
X	Scott Bounds	Vanguard Magnet Coordinator
	Veronica Pina	Vanguard Magnet Secretary
X	Rick Sperandio	Community Member

	Bankhead, Dan	HISD – Facilities Design
	Barrera, Gloria	HISD – Facilities Design
	Helen Spencer	HISD – Communications
X	Funk, Dave	HISD - Facilities Design
X	Carlos Ramirez	HISD - SSO
	Wright, Kedrick	HISD - Facilities Design
	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
	Rebecca Kiest	HISD - Communications
X	Nicole Moore	HISD - SSO

**PURPOSE**

The purpose of this meeting was to review and discuss further development of the Relocated Service Yard Design Option.

**AGENDA ITEMS:**

- Introductions
- Review and discuss Relocated Service Yard Design
- What to expect at the next Project Advisory Team meeting?

**NOTES:**

- George Watanabe with cre8 architects who presented and reviewed with the PAT, further development of the current Design which now shows a flipped floor plan of the SD which now has a longer bus drive



around the west and north sides of the site. cre8 reviewed the site, first, and second floor plans in detail with discussion offered to the following points:

- The layout of the Kindergarten and 1<sup>st</sup> Grade classrooms were flipped. These revisions were necessary in an effort to have the gang restrooms adjacent to the First Grade classrooms.
- The layout of the Teachers' Break room was flipped. This revision was done as requested by the PAT in an effort to have the break room closer to the administration area. The Staff restroom remained on the north side of the building since there are two staff restrooms located in the administration area nearby. The PAT requested a door directly off of the corridor be provided.
- The layout for temporary buildings to be used during construction were revised. Two existing temporary buildings are to remain and one less new temporary building will now be located on the existing staff parking lot. This will allow room for temporary paving which will serve as an additional car pool lane.
- Site Plan
  - The PAT discussed the locations of the driveway gates and what areas of the campus would be accessible after school hours. It was decided that gates would be at all driveway entrances. Gates at the bus and service drives would remain closed except at beginning of the school day and during dismissal.
  - At this time, gates will be manually operated.
- Cre8 also presented and reviewed with the PAT a revised site plan showing the potential location of temporary buildings during construction.
  - Two existing temporary buildings are now scheduled to remain and one less new temporary building will now be located on the existing staff parking lot. This will allow room for temporary paving which will serve as an additional car pool lane.

### Questions / Concerns

- The PAT still expressed concerns relative to the quantity of toilet fixtures. Cre8 advised that a toilet fixture count will be provided to compare to the campus' existing number with the new building's number.

### Next Steps? What to expect at next Project Advisory Team Meeting? (November 12, 2015)

- Review of an Exterior Building Elevations

### ACTION ITEMS - (November 12, 2015):

16-01 Update Flipped Plan Option

**NEXT MEETING:** Thursday, November 12, 2015 - @ 4:30 p.m.

### HOUSTON INDEPENDENT SCHOOL DISTRICT

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

Sincerely,

George Watanabe  
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C: All attendees