



Project Advisory Team (PAT) Meeting Minutes
Condit Elementary School

MEETING NO.: 018

LOCATION: Condit Elementary School

DATE / TIME: June 26, 2014, 9:30 am

ATTENDEES: Dan Greenberg , Principal; Julia Tamm, Parent; Michelle Driscoll, Faculty; Meg Pieri, Teacher; Pegi Newhouse, PTO Pres./ Parent; Princess Jenkins, HISD, Facility Planning; Todd Lien, VLK Architects; Steven Gee, TCM, LLC., Project Manager; Richard Hunt, VLK Architects; Tim Kunz, VLK Architects; Eric Ford, HISD Facilities Design; Janice Donalson, Neighbor/ Former Teacher; Anne Wallace, Neighbor/ Former Teacher; Heather Purcell, Parent; Jason Wintz, Parent; Shawn Cox, City of Bellaire; Linda Hester, Neighbor; Zac Koletar, Division One Construction

PURPOSE: Discuss development of floor plan and site plans for Condit Elementary School.

AGENDA ITEMS:

- Review updated site plan and floor plans
- Review / discuss arrangement and administration of the learning commons
 - Private / Semi-private zones
 - Built in Items / Furniture
- Review exterior
 - Review sample board
- Review main entry plaza / entry vestibule / main corridor
- What to expect at the next PAT meeting

NOTES:

Discussion:

1. Review Updated Site Plan
 - a. An overview of the current state of the site plan was presented by VLK Architects. A variance, or special exception, will be submitted to the City of Bellaire to reduce the parking requirement of 128 spaces to 96 spaces. This will allow the site to have 50% impervious coverage which is a City requirement. If the parking reduction is not permissible, a secondary special exception will be needed to allow greater than 50% impervious coverage for the site.
 - b. A concern was mentioned of losing the Pre-K play area if additional parking is required along Rice near Linden. If required, VLK will propose an alternate location for the play area.
2. Review Updated Floor Plan
 - a. VLK Architects presented design updates to the floor plans including:
 - i. Changes to the group restrooms including a visual barrier from the entry to the learning commons. The PAT suggested flipping the boys and girls restrooms.
 - ii. Low walls were introduced to the Learning Commons to promote flow through the space and provide a location for power, data, & computers.

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- iii. Furniture was discussed throughout the Learning Commons. While configurations were presented in curvilinear forms, similar layouts could be achieved with rectangular furniture. VLK to look at heights and visual transparency between furniture pieces.
 - iv. Updated views of the Learning Commons were presented including markerboard/ tackboard surfaces. The PAT suggested that tackstrips be considered throughout these spaces for display of student work.
 - v. VLK presented updates to the Teaching Theatre. A moveable glass wall to separate portions of the theatre from the learning commons was discussed. The PAT suggested this be used as a writing surface, with frosted glass to ensure students can visually see the wall. VLK to confirm seating count for tiered seating.
 - vi. VLK presented updates to the main entry corridor including a timeline of the History of Condit. VLK requested assistance from the PAT for expanding the content for the timeline.
- b. Should further refinement be needed to the individual spaces noted above, VLK will coordinate with HISD and the PAT during the next phase of design.
3. Review Updated Exterior
- a. VLK Architects presented exterior updates including:
 - i. Updates to the classroom mass including changes to the corners of the building. These changes may be considered as a cost savings. The original concept would remain unchanged.
 - ii. Updates to the Entry Vestibule and entry plaza were also reviewed.

What to Expect at the Next PAT Meeting:

- 1. The Architect will discuss building finishes, floor and wall patterns, etc.

ACTION ITEMS:

None

NEXT PAT MEETING: The next PAT meeting will be held on Thursday, July 31st, 2014 at 9:30 am.

Please review the meeting minutes and submit any changes or corrections to Steven Gee. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Steven Gee

Project Manager

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