



Minutes
2012 Bond Project Advisory Team (PAT)
Garden Oaks Montessori

LOCATION: Garden Oaks Montessori

DATE / TIME: July 13, 2015 4:00 p.m.

ATTENDEES: (those marked with a check were present)

	Aasletten, Laura	Magnet Coord.
	Atkinson, Michael	PTO/Parent
	Blanco, Rebecca	Teacher
	Carson, Beverly	Teacher
	Cruise, Sarah	Parent
✓	De Alba, Brenda	Community
	Harmon, Gary	Community
	Harmon, Joan	Community
	Judkins, Jeremiah	PTO/Parent
	Knauth, Tonya	Parent
✓	Marcontell, Matt	Parent

	McCosh, Cheryl	PTO/Parent
	Odinot, Randy	Parent
✓	Pollock, Lindsey	Principal
✓	Reagan, Debbie	Community
	Reibenstein, Cindy	Community
	Russo, Anna	Community
✓	Santana, David	Teacher
	Tatum, Jay	PTO/Parent
✓	Tatum, Shana	PTO/Parent

	Bankhead, Dan	HISD – Fac. Design
	Barrera, Gloria	HISD – Fac. Planning
	Chu, Madeline	HISD – Fac. Design
	Clayton, Clay	HISD – Fac. Design
	Funk, Dave	HISD – Fac. Design
✓	Hill, Sherry	Hill, Swart Chu Architects LLC.
✓	Peter Coleman	B3CI
✓	Danny Struzick	B3CI

	Robertson, Sue	HISD – Fac. Planning
✓	Swart, Sam	Hill, Swart Chu Architects LLC.
✓	Walker-Rice, Douglas	HISD – Assistant Project Manager
✓	Wright, Kedrick	HISD – Fac. Design
✓	Yoas, Claude	HISD – Project Manager

PURPOSE: The purpose of this PAT meeting was for the Architects to update the PAT group revised floor plans and the progress on the design process.

AGENDA:

- Architect will present revised floor plans.
- Identify opportunities to incorporate school history into project.
- Future PAT meeting dates
- Questions

DISCUSSION:

1. Claude Yoas, Project Manager with Rice & Gardner Consultants introduced Peter Coleman, Project Manager with B3CI. B3CI is the general contractor for the project.
2. Sam Swart of Hill, Swart Chu Architects LLC. showed the PAT group the revised drawings of the academic building.
3. The 1st floor in the new academic building will house Pre-K thru Kindergarten. These rooms will be approximately 1,000 square feet (SF), which was previously agreed upon. The restroom area for each classroom will come out of the 1000 SF.
4. The 2nd floor in the academic building is planned to house grades 4th thru 6th. These rooms will be approximately 900 SF, which was previously agreed upon. The break out rooms will come out of the 900 SF.
 - a. The design originally had a breakout room for each classroom. Dr. Lindsey Pollock, Principal of Garden Oaks Montessori voiced that she preferred to have 1 larger break out room that would be shared for every 2 classrooms. Sam Swart made notes to make this change to the design.
 - b. It was mentioned that the break out rooms need to be of glass construction so teachers can have an unobstructed view into the room to ensure safety and behavior of the students.
5. The 3rd floor will be an open concept. This floor will house 7th and 8th grades.
 - a. David Santana, middle school teacher at Garden Oaks Montessori mentioned to have some kind of sound dampening in the open concept space. Since there would not be walls separating learning areas, having sound dampening would be crucial to ensure noise levels are acceptable for students to learn.
6. Upon further review of the 1st floor in the new academic building, Dr. Pollock mentioned there needs to be more restrooms. Dr. Pollock suggested there be 2 restrooms per classroom for these rooms. This will encroach on the classroom square footage. Sam Swart was to sketch a solution for additional toilets and sinks between the classrooms.
7. Discussion in regards to the existing Eagle Scout projects on the campus occurred. The bioswale, pond and the labyrinth was to not be affected by construction activities.
8. Claude Yoas asked where portable buildings could be put on site if they are needed. This is a matter that will need to be further discussed at future PAT meetings.
9. Claude Yoas discussed with the PAT group the program budget for Garden Oaks Montessori.
10. The number of administration office spaces indicated in the Education Specifications was discussed. Dr. Pollock said that they would need more than the 2 offices indicated in the Education Specifications, in addition to the Principal's office.
11. Sherry Hill and Sam Swart of Hill, Swart Chu Architects LLC, brought up that the workrooms in the new buildings were not in the Education Specifications. If the classroom areas were to increase, the workrooms would need to be reduced in area or deleted entirely. After much discussion the school staff stated that they would like to keep the workrooms.
12. There was concern with having enough storage space for the teachers. Sherry Hill stated that the tall storage cabinets in the classrooms were part of the Education Specifications.
13. Sam Swart emphasized that the 2 large oaks in between the new buildings look like they could be saved but not the 3rd tree to the south of the skywalk. Relocating the Grove of Trees was discussed as a possible Eagle Scout project for another scout.



14. Sherry Hill asked where the ideal area on the campus would be for the relocated Grove of Trees. The PAT stated that the existing bio swale area to the north of the new parking lot would be ideal.
15. Claude Yoas asked if there were any additional school history items that must be kept. All murals, and the bioswale were 2 items that were mentioned. The existing rain barrels could be moved to the pavilion.
16. Claude Yoas brought up the possibility of being able to secure portable buildings to house displaced students during construction. The number of portables needed was discussed. Dr. Pollock stated that 4 new portable buildings were needed, plus a portable restroom. Claude stated that the existing portable restroom could be relocated.
17. Dr. Pollock raised the issue of construction staging. Peter Coleman, Project Manager of B3CI stated that they would be able to provide more information and input on the construction staging after they've had more time to review the project.
18. The next PAT meeting dates were discussed. They will be on the 2nd Friday of every month: August 14, September 11, October 9, November 13 and December 11 of 2015.

ACTION ITEMS:

1. Claude Yoas will be sending out meeting invites for the next PAT to all members.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review floor plan changes.
2. What the PAT can expect during Design Development (DD) phase.

NEXT PAT MEETING: The next PAT meeting will be August 14th, 2015 at 4 p.m. Location: Garden Oaks Montessori.

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

Sincerely,

Claude Yoas

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HOUSTON INDEPENDENT SCHOOL DISTRICT

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