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

LOCATION:  Garden Oaks Montessori
DATE / TIME:  September 18th, 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  
✓ Odinet, 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.  
✓ 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  
✓ Eghan-Wiafe, Dinah  HISD – Fac. Design  
✓ Peter Coleman  B3CI - Proj. Manager  
✓ Danny Struzick  B3CI - Proj. Manager  
✓ Carlos Garza  B3CI - Proj. Manager  

PURPOSE:  The purpose of this PAT meeting was for the PAT group to review the revised floor plans. In addition, the group will be informed of the Bond Fund program.
AGENDA:
• Architect will present revised floor plans.
• Architect and Contractor will present site plan showing possible temporary building locations.
• B3CI will discuss construction logistics site plan.
• Bond Funding FAQs document will be handed out.
• Questions

DISCUSSION:
1. Claude Yoas, Project Manager with Rice & Gardner Consultants kicked off the PAT meeting.
2. Sherry Hill, of Hill Swart Chu Architects LLC, explained to the PAT group where they currently stand in the design process. Sherry presented floor plans currently submitted for Schematic Design approval.
3. Sherry Hill mentioned that there are some funds available to renovate the restrooms in the existing main building ‘A’.
   a. The PAT group seemed to be receptive and agreed with this notion.
4. Sherry Hill spoke about their plans for the administration building. Renovations to the building would consist of complete interior demolition of existing spaces and creating new spaces.
   a. The layout of the new administration building was more closed off than Dr. Lindsey Pollock, Principal of Garden Oaks Montessori would have liked. Dr. Pollock voiced that she would like to see a large collaborative area in the administration building consisting of low wall cubicles. This would allow for staff to have privacy but still have an open and collaborative work environment.
   b. Sam Swart, of Hill Swart Chu Architects LLC, noted the changes that Dr. Pollock would like.
5. Dr. Pollock had mentioned concern about the structural integrity of the administration building.
   a. Sherry Hill assured Dr. Pollock that the structural engineer had evaluated the administration building and deemed it to of had some settling, but was safe. Sherry Hill explained that every building has some movement and what was observed is common and nothing to be alarmed about.
6. Dr. Pollock is concerned about the capacity of the cafeteria. Currently the campus has around 700 students and is planning on growing in excess of 900 students.
   a. Sam Swart made notes of Dr. Pollock’s concerns.
7. A PAT parent member requested for the committee to clearly state whether there were still outstanding layout issues of concern.
   a. Size of cafeteria
   b. Is the kitchen sufficient for future capacity?
   c. The principal raised the issue as to whether the remodeling of the 1950’s building for labs was a priority. Architect stated the programmed spaces in that building are required in the Educational Specifications for the campus.
8. Sherry Hill discussed the proposed schedule for completing the construction documents by March 2016.
9. Dr. Pollock asked what the schedule for construction was looking like.
   a. Danny Struzick, Project Manager from B3Ci explained to the PAT group that they are wanting to relocate and add temporary buildings the summer of 2016 and complete all work at the end of summer 2017.
10. Claude Yoas distributed the Bond Funding FAQs document from HISD.
Dinah Eghan-Wiafe, HISD Facilities Design stated additional money should be considered only for inflationary reasons.

**ACTION ITEMS:**
1. Claude Yoas will be sending out meeting invitations for the next PAT meeting to all members.

**WHAT TO EXPECT AT THE NEXT PAT MEETING:**
1. Floor plan update
2. Site plan update

**NEXT PAT MEETING:** The next PAT meeting will be October 9th, 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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