



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

LOCATION: Garden Oaks Montessori

DATE / TIME: October 9th, 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	Hill, Swart Chu Architects LLC.
	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
✓	Wingate, Spencer	HISD – Project Manager
	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 meeting was for the PAT group to review the revised floor plans and dining commons design.

AGENDA:

- Architect will present revised floor plan for dining commons and administration.
- Architect will present revised site plan.
- Discussions on learning commons
- Questions



DISCUSSION:

1. Spencer Wingate, Senior Project Manager with Rice & Gardner Consultants kicked off the PAT meeting. Spencer introduced himself and explained that he would be taking over for Claude Yoas, Project Manager with Rice & Gardner Consultants.
2. Sam Swart, of Hill Swart Chu Architects LLC. presented to the PAT group their design to reconfigure the dining commons area to allow for a higher capacity.
 - a. Part of the proposed design was to remove the stage and replace it with space for tables and chairs. This would bring the dining area square footage to around 3,500.
 - b. Additionally, there would be a partial covered dining area outside to allow for greater capacity.
 - c. Currently the capacity of the dining area is around 175 people, but with the proposed design the seating capacity would be increased to around 350 with additional seating outside.
 - d. Dr. Lindsey Pollock, Principal of Garden Oaks Montessori was very pleased with this design as the campus desperately needs more seating in their cafeteria to accommodate their growing size.
3. Dr. Pollock requested that the adult locker room be moved from the new multipurpose building to the administration building for safety purposes.
4. There was discussion that the City of Houston may be widening Sue Barnett Road in front of the school. Mr. Wingate will follow up with Houston Independent School District to coordinate those efforts to maximize benefit for the campus.
5. Mr. Swart presented their design for the administration building.
6. Mr. Swart discussed the site plan in regards to parking areas and location of portable buildings.
 - a. Location of proposed visitor parking was discussed with a request to block off a portion of new parking lot with automatic gate 'arms' to keep staff parking reserved.
 - b. Bus circulation was discussed with PAT member expressing concern with traffic at the 38th St. and Sue Barnett intersection. The school only has approximately five HISD buses. Dr. Pollock proposed after school program buses would use different area for pickup.
 - c. There were discussions of the existing circular driveway not being extended to preserve existing trees.
7. The PAT group discussed that the existing classrooms do not meet Texas Education Agency guidelines. HISD is committed to all new classrooms meeting Texas Education Agency. It is in discussion, the extent to which existing classrooms will be brought up to meet those guidelines. Mr. Swart noted Texas Education Agency space figures were 'guidelines' and not legal requirements. Texas Education Agency offers guidelines for classrooms, science labs and library spaces.
8. Dr. Pollock discussed the campus priority spaces for the school.
 - a. Priority spaces for the school were listed as follows with highest priority spaces listed first
 - i. Instructional spaces
 - ii. Cafeteria
 - iii. Science
 - iv. Administration



ACTION ITEMS:

1. Spencer Wingate will be sending out meeting invitations for the next PAT meeting to all members.

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Design progress update

NEXT PAT MEETING: The next PAT meeting will be November 13, 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,

Spencer Wingate,

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