



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Kashmere High School

MEETING #: 9

LOCATION: Kashmere High School

DATE / TIME: May 19, 2015, 4:30 PM

ATTENDEES: (those marked with a check were present)

✓	Amber Williams	Principal	✓	Douglas Lacy	HISD Program Manager
✓	Patsy Morehead Potts	Teacher		Clifford Jackson	Assistant Principal
✓	Ronnie Porter	Teacher	✓	Bob Myers	HISD Design Manager
✓	Ken Williams	Community Member	✓	John Haugen	NATEX, Architects
✓	Huey German-Wilson	Community Member	✓	Carolina Weitzman	NATEX, Architects
✓	Esther Omogbehin	School Support Officer	✓	Yoelki Amador	NATEX, Architects
✓	Princess Jenkins	HISD Facilities Planner		Clay Clayton	HISD Facilities Planner

PURPOSE: Preparation for the Schematic Design approval

AGENDA:

- a. Schematic Design Review
 1. Design Charrette Comments
 2. Floor Plan Review
 3. Exterior Elevations – New Addition

DISCUSSION:

1. John Haugen, Project Architect for NATEX Corporation, presented and reviewed the schematic design concept that was finalized during the Design Charrette. There were several members of the PAT that were not able to attend the Design Charrette, therefore, changes within the concept developed further within the Charrette process were discussed.
2. The Program Manager (Douglas Lacy) and the Project Architect (John Haugen) outlined the Schematic Design Approval process and the deliverables required to HISD Facilities Planning and Design. John Haugen presented the Schematic Design package for the PAT's review.
3. During the presentation of the floor plan of the new entrance addition, Princess Jenkins, HISD Facilities Planner, recommended switching the location of the Attendance Office and the Receptionist Office.



4. There was one change addressed by the PAT for the existing building renovation plan review. The Architect was directed to relocate the Life Skills Lab to the East side of the Corridor of Building "A" so that the classroom would receive natural light into the space.
5. The Architect shall review the Science Labs to determine the square footage of the existing rooms whether or not they meet the square area of the labs outlined in the Education Specifications.

ACTION ITEMS:

1. Submission of Schematic Design Approval Documents to HISD Facilities

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. DESIGN DEVELOPMENT PHASE BEGINS

NEXT PAT MEETING:

1. The next PAT meeting will be held on Tuesday, June 16, 2015 at 4:30 PM.

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,

Douglas Lacy

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