



**Meeting Minutes**

**Mandarin Chinese Language Immersion Magnet School**

**MEETING NO.:** 008

**LOCATION:** Mandarin Chinese Language Immersion Magnet School

**DATE / TIME:** January 14, 2014, 3:30 – 5:30 pm

**ATTENDEES:** Yi-Ching Wu, Teacher; Chaolin Chang, Principal; Dane Roberts, Assistant Principal; Patricia Butler, Teacher; Angie Chen, Parent; Leslie Culhane, PTO; Paul Alleyne, Parent; Shelia Wilson, S.I.R.; Tracy Penn, Parent; Lim Chung, Parent; Alice Harrigan, Librarian; Melissa Turnbaugh, PBK-Architect; Richard Chi, PBK-Architect; Rick Blan, PBK-Architect; Chris Fields, Heery-Project/Program Manager

**PURPOSE:** The purpose of this meeting was to view and discuss PBK's presentation of Mandarin Chinese Language Immersion Magnet School relocation to the new proposed site.

**AGENDA ITEMS:**

- PBK Presentation of the new school site off West Alabama Street
- Discuss site issues
- Discuss school floor plan revisions
- What to expect at the next PAT Meeting

**NOTES:**

**Discussion**

1. The new site is larger and has the opportunity for onsite car and bus drop off and pick up lanes.
2. A traffic study will be performed to analyze the best site access points for car and bus traffic.
3. The traffic study results will be presented to the PAT for further discussion.
4. The existing building design could be placed on the new site without any modification.
5. PBK will study the building plans to verify if improvements can be made in relation to the new site.
6. The impact of the school on the adjacent site must be studied.
7. The construction phase remains on schedule to begin late 2014.

**What to Expect Next Project Advisory Team Meeting**

1. Continuation of site plan and floor plan development on the new site.

**NEXT MEETINGS:**

1. PAT: February 7, 2014; 3:30 pm to 5:00 pm

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

Sincerely,

Bob Myers  
Project Manager  
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