



HISD Project Advisory Team (PAT) Meeting Minutes
North Forest Early Childhood Center

MEETING NO.: 007
LOCATION: Fonwood Early Childhood Center
DATE / TIME: February 7, 2014 10:00am
ATTENDEES: Bob Myers, HISD Facilities Design; Kimberly Agnew, HISD Principal; Marianne Keating, HISD Science Teacher; Melba Williams, Kwame Building Group PM; Cheryl Lawrence, RWS Architects; Sue Davis, One World Strategy Group
PURPOSE: The purpose of this meeting was to continue the design process for North Forest Early Childhood Center.

AGENDA ITEMS:

- Review Site Plan
 - Extended Outdoor Learning Areas
 - Play Area Equipment
- Review Floor Plan
- What to Expect at the Next PAT Meeting

NOTES:

Discussion

1. The PAT discussed furniture verses built-in casework. The PAT contends that it is not helpful for young children to change things frequently and built-in casework will be sturdier.
 - a. Bob Meyers is reviewing the issue. A response is pending.
2. Floor Plan
 - a. The revisions discussed in the previous meeting were reviewed and approved.
 - b. The following plan changes were requested:
 - i. Dr. Agnew requested that the door into Restroom (RR1) be relocated out of Reception A100 and into Community Room A101.
 - ii. Dr. Agnew requested that the entrances into the Visual Arts Lab C300 and Wet Lab C600 be relocated to the opposite side of the rooms so that it is not adjacent to the teaching surface/media wall.
 - iii. Dr. Agnew requested that the portions of the changing room with the refrigerator, microwave and washer/dryer be separated.
 - c. The PAT expressed concern about not having enough storage in the classrooms. It was noted that the storage will be provided in the furniture. The PAT requested more information on the options.
3. Site Plan – Play Areas
 - a. The play areas were discussed. The PAT requested a meeting with the playground representative.
 - b. It was agreed that the three (3) play areas located to the south should accommodate 25 students each and that the one (1) play area located to the west will accommodate 24 students and be designed for multiply impaired students ages ranging from 2 to 5 years old.
 - c. RWS Architects will include in the Construction Documents an allowance for the cost of the 3 play areas including the play equipment, fall surfacing with drainage and shade covers.
4. Site Plan – Extended Outdoor Learning Centers
 - a. The PAT requested that these areas be covered. They shared pictures showing skylight systems. RWS explained that those examples appeared to be interior space and that it would be cost prohibitive to enclose the extended outdoor learning centers.
 - b. The option of covering the areas with canopies was discussed and determined it would not be appropriate because the canopies would block the natural light from the classrooms that are adjacent to the outdoor learning areas.

- c. The option of adding shade structures was discussed. The cost for these structures will be added to the play equipment allowance.
- d. The themes of the three extended outdoor learning centers will be Art, Literacy/Math and Science. The PAT would like the following features to be incorporated into the curriculum:
 - i. Art Extended Outdoor Learning Centers
 - 1. Mirrors
 - 2. Easels
 - 3. Textured surfaces for rubbings
 - 4. Chimes
 - 5. Outdoor Instruments
 - ii. Literacy/Math Extended Outdoor Learning Centers
 - 1. A tree with tiered levels for seating
 - 2. Reading activity wall – PAT to provide more information
 - 3. Word Panel
 - 4. Letter Panel
 - 5. Abacus
 - 6. Map Panel
 - iii. Science Extended Outdoor Learning Centers
 - 1. Rain Barrel
 - 2. Rock Garden
 - 3. Sensory Garden – colors, smells and texture
 - 4. Barrels for sand play
 - 5. Different textured surfaces
 - 6. Gears and pulleys
- e. The playground equipment manufacturer offers many of the types of centers that the PAT would like. These include: weather centers, maps, numbers, letters, and rocks. The cost for these items will be included in the playground equipment allowance. This will allow the school to design the centers and take advantage of any new equipment that is offered prior to the installation of the equipment.
- f. The school requested that these areas be paved with different textures and colors achieved with a combination of the tile and concrete. The PAT prefers artificial turf to be used in lieu of grass.
- g. Planters will be provided in each of the areas.
- h. Hose bibs will need to be provided at each extended outdoor learning area.
- i. A rain collection system was requested at the extended outdoor learning area near the wet lab.

What to expect at the next PAT Meeting

- 1. Continued development of the site and floor plans will be reviewed.

NEXT PAT MEETING: The next PAT Meeting will be held on February 19, 2014 at 3:00 pm.

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

Sincerely,

Melba Williams

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