



Project Advisory Team Meeting Minutes
Parker Elementary Music Magnet School

MEETING NO.: 009

LOCATION: Parker Elementary School

DATE / TIME: May 21, 2014, 3:30 pm

ATTENDEES: Carol Kehlenbrink, Magnet Coordinator; **Heather Grosso**, Teacher; **Josh Vanlandingham**, Parent; **Alean Zufall**, School Secretary; **Dale Harrison**, Teacher; **Rebecca Floyd**, Teacher; **Mukundran Patel**, Parent; **Fernando L. Brave**, Brave Architecture; **Peter Ho**, Brave Architecture; **Christian Sheridan**, Brave Architecture; **Rachel Theurer**, Parent; **Albert Wong**, HISD- Facilities Design; **LaJuan Harris**, HISD-Facilities Planning; **Steven Redmond**, HISD – Program Mgr (URS); **Vergel Gay**, VGA

PURPOSE: The purpose of this meeting was to review the plans for Parker Elementary School and solicit feedback.

AGENDA ITEMS:

- Introductions
- Review of plans for school
- What to expect at the next Project Advisory Team Meeting

NOTES:

1. Brave Architecture presented floor plans to the group.
 - a. Discussion
 - i. The plan is a development of the single line plans to actual walls, doors and reflects structural response to the planning sketches this group has seen in the past.
 - ii. There are no site constraints listed on the plans, as those are in development with the boundary and topographic survey. The PAT was cautioned that plans may have to be altered with the setback information provided from the survey.
 - iii. Pre-K and K at front of school. Parents tend to walk these students to school.
 - b. Option A
 - i. Further development of the plan generated at the Charette. The main entrance is located on the south side of the building between the administrative area and the stage. The entrance has been set further north on Option A allowing for more exterior space for outdoor programs. An exterior multipurpose space abuts an interior collection/assembly space.
 - ii. The Community Room is accessible from the outside. It is placed adjacent to the school entry.
 - iii. An exterior assembly area is located on the east and west sides of the building near the middle of the site. These areas allow for the collection / gathering of students for pick up and drop off. Both spaces have easy access to the dining commons area.
 - c. Option B
 - i. This plan anticipates parking requirements in excess of current site. City of Houston parking requirements have been revised in the past months and could double the number of spaces required for an elementary school.
 - ii. Parking is shown on the Willowbend frontage as well as the Stillbrooke frontage. The Bus lane remains on the west side of the site.
 - iii. The Dining Commons and Kitchen facilities have been moved to face the parking area on the north of the site. This would provide service access to the kitchen and mechanical areas.
 - d. Parking
 - i. Option A provides about 100 parking spaces while Option 2 provides 200.

- ii. The existing site has less than 100 parking spaces. The new plan will have the number of parking spaces required by the City of Houston code.
 - iii. Option B provides more separation for drop off and teacher parking. A separate teacher entrance from parent drop off entrance is provided.
- 2. The site plan is being reviewed along with the required parking counts. Brave/Architecture and HISD are working with the City of Houston to determine the actual occupant load of the school to be used for parking, exiting and plumbing requirements. The initiative is being led by Facilities Design.
- 3. Comments from the PAT
 - a. Relocate teacher restrooms, possibly closer to student restrooms. There may be a need to separate the boys and girls restrooms
 - b. The Location of the Learning Commons: the group expressed concerns about why it is located upstairs rather than on the ground level. This room needs to maintain adjacency to the Flex (Computer) Lab. One scenario that was discussed introduced the possibility for the Flex Lab and the Learning Commons to share a double height volume (2 Story space). The Learning Commons could have a split level program where material for younger students is on the first level and the material for older students is on the second level. The desire was expressed for the Learning Commons to have a strong presence/identity within the school.
 - c. Bathrooms in Pre-K and Kindergarten rooms:
 - i. The question was asked if the boys and girls restroom space between classrooms in order to reduce the amount of fixtures used in the building. By sharing these between rooms and labeling one Boys and the other Girls, these fixtures could be counted toward the building requirement. As individual restrooms in a classroom, they cannot be counted, requiring 12 additional water closets and 12 additional lavatories to be provided elsewhere in the building. As shown, the design would need to have an open restroom corridor/hallway between the rooms.
 - ii. The PAT expressed concerns about noise and odor. They inquired if a door could be placed on the hallway to separate it from the classroom.
 - d. The PAT provided Brave/Architecture with the Wenger Planning Guide for School Music Facilities.
 - e. Brave/Architecture expressed concern about resolving the status of the Scout House.
 - f. The Design Team is in need of the boundary and topographic survey to complete the planning process as quickly as possible.

ACTION ITEMS:

- 8-01 Prepare SD submission. (Brave Architecture)
- 8-02 B/A will review the plan and make adjustments to the Pre-K and Kindergarten areas.
- 8-03 PM will report back on the status of the Scout House.

NEXT MEETING: Wednesday, June 11, 2014 at 10:30 AM

Summer meeting schedule:

- June 11, 2014 @ 10:30 AM.
- July 9, 2014 @ 10:30 AM.
- August 6, 2014 @ 10:30 AM.

Fall schedule:

In the fall meetings will be held on the 4th Wednesday at 3:30 p.m.

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

Sincerely,

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