



**Project Advisory Team Meeting Minutes**

**Parker Elementary School**

**MEETING NO.:** 011

**LOCATION:** Parker Elementary School

**DATE / TIME:** July 9, 2014, 10:30 pm

**ATTENDEES:** **Bryan Berry**, Asst. Principal; **Carol Kehlenbrink**, Magnet Coordinator; **Alean Zufall**, School Secretary; **Dale Harrison**, Teacher; **Rachel Theurer**, Parent / Community Member; **Fernando L. Brave**, Brave/Architecture; **Peter Ho**, Brave/Architecture; **Albert Wong**, HISD- Facilities Design; **LaJuan Harris**, HISD-Facilities Planning; **Vergel Gay**, HISD – Program Mgr (URS)

**PURPOSE:** The purpose of this meeting was to review the plans for Parker Elementary School in response to comments from the last meeting and solicit further comments.

**AGENDA ITEMS:**

- Introductions – Welcomed Bryan Berry, the new Assistant Principal, to the PAT.
- Review of floor 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. Plans have been developed further from the last meeting. The plan now totals 114,000 square feet, still above the programmed 108,129, but a great reduction from the last iteration. The Architect is confident that with further compression of the plan on the north/south axis, the final design can be within the program requirements.
    - ii. Parker's administration and staff noted that they would like to find opportunities to create identity through the building design. Ideas included exploring exterior materials that are respectful of the existing neighborhood, but can act as a catalyst for the future.
    - iii. As interior spaces are developed further, the PAT expressed the desire to have the interior spaces "sing the music theme."
    - iv. The Architect continues to develop an entry plaza and other outdoor performance spaces
  - b. First Floor
    - i. The Architect has relocated one set of restrooms from the north classroom neighborhood to a position closer to the Auditorium. This relocation will make the restrooms available for use at after school performances when the rest of the facility may be closed.
    - ii. The Faculty Lunch Room has been relocated to the rear of the Dining Commons where it can take advantage of high ceiling space.
    - iii. The Learning Commons and Resource Rooms will trade places in tandem with the Flex Lab and Learning Commons on the second floor to allow for a two story alignment of the Learning Commons. A designated vertical open space was added to the Learning Commons. The new location of the Learning Commons allows greater exposure to the school entrance and main circulation space.
    - iv. The stair between the Band Practice Rooms and the Administration area will be eliminated if code requirements allow it. Instrument Storage has been moved to the west side of the Instrumental Learning Center. Since high ceilings were not needed in the storage space this room was moved to avoid losing second floor usable space. Access to the stage from the Band Practice Room was requested for ease of transport of heavy instruments.

- v. Access to the Administration wing from the exterior will require the use of a card key reader. The placement of another reader was discussed at the fire stair entrance to the second floor; however, the stair may be removed pending a revised code calculation. Should the stair remain, this additional card reader will be needed.
  - vi. The community areas will be compartmentalized to allow after-hours use by the public while securing the neighborhoods.
  - c. Second Floor:
    - i. The Flex Lab and the Learning Commons traded places as stated in section 1.b.iii above.
    - ii. Transparency or visibility into the Multi-Purpose Room will be provided.
    - iii. Options for Balcony seating are being developed.
    - iv. A building control room has been added. Data Room and IT Support rooms on the first and second floors have been added.
  - d. Site:
    - i. The Architect would like to explore the partial demolition of one of the classroom wings, eliminating the Guitar classroom and part of the Band Practice room. The demolition would provide more room for building the new building. A barrier will be constructed to provide a buffer zone between the classrooms and new construction, and provide room for the new bus drop-off on the north side as well as provide for the outdoor playgrounds of the Pre-K classrooms. Further discussion with the Principal is needed to insure that adequate class space is provided for the construction duration.
    - ii. The Architect noted that City of Houston parking requirements have resulted in an increase to 110 spaces. When the existing building is removed, one-third of the remaining land will be devoted to parking. The remainder of the space will be dedicated green space which will include the existing outdoor lab/garden as well as the existing mature trees that are between the classroom wings.
    - iii. The Architect was requested to look into the possibility of adding administrative parking at the north end of the site, adjacent to the mechanical yard. It was suggested to provide parallel parking in front of the Bus lane.
  - e. HISD Facilities Planning will revise the Educational Specifications to include custodial restroom and locker rooms.
2. What to expect at the next PAT Meeting:
- a. Review updated plans addressing the comments received today.

**ACTION ITEMS:**

- 8-01 Prepare SD submission. (Brave Architecture)
- 8-02 Review and revise Pre-K and Kindergarten areas. (Brave Architecture)
- 8-03 Revise Educational Specification to include custodial restroom/locker rooms. (Facilities Planning)
- 8-04 Provide update on Scout House (Project Manager)

**NEXT MEETING:** Wednesday, August 6, 2014 at 10:30 AM

**Fall schedule:**

Beginning in September, the PAT meetings will be held on the 4<sup>th</sup> 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,

Steven Redmond, AIA, Program Manager  
 HISD – Construction & Facility Services  
 3200 Center Street, Houston, TX 77007  
 Phone: (713) 556-9423  
 Mobile: (713) 277-4400