



Project Advisory Team Meeting Minutes
Parker Elementary Music Magnet School

MEETING NO.: 012

LOCATION: Parker Elementary School

DATE / TIME: August 6, 2014, 10:30 pm

ATTENDEES: Lori Frodine, Principal; Greg Kabay, Teacher; Alean Zufall, School Secretary; Dale Harrison, Teacher; Heather Grosso, Teacher; Susan Shafer, Teacher; Kathy Rodgers, Teacher; Rachel Theurer, Parent / Community Member; Josh Vanlandingham, Parent / Community Member; Fernando L. Brave, Brave/Architecture; Christian Sheridan, Brave/Architecture; Steven Redmond, 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 comments.

AGENDA ITEMS:

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

NOTES:

1. Brave/Architecture presented updated plans to the group.
 - a. Site:
 - i. The site plan provides an L shaped drop off zone entering from Atwell and exiting on Stillbrooke, with parking for 11 visitors. The staff lot has a separate entry from Stillbrooke.
 - ii. The Architect stated that in order to meet City of Houston parking requirements there is an increase to 110 spaces. Parking have been added to the service yard. Seventy-five to eighty spaces will be designated for staff.
 - iii. The building location has been adjusted to provide exterior playground area for Pre-K and K classrooms on the west side of the building.
 - iv. The nature garden will be maintained in the new building layout and will be a prominent feature at the center of the campus.
 - b. First Floor:
 - i. The Auditorium and Instrumental Music Learning Center have been relocated to the interior of the plan. This allowed space for the Gymnasium / Multi-Purpose Room to be located on the exterior wall with immediate access to the playing fields and natural light.
 - ii. Mechanical support spaces were added to the rear of the Dining Services area. Storage spaces have been provided with large door access to the Service Yard. Faculty suggested splitting the programmed custodial storage square footage. The smaller storage space for office supplies would be located in the Administration Area and the larger square footage would be in the rear of the building and would handle bulk storage.
 - iii. The Learning Commons is now the center of the school structure. The grand stair will serve as a gathering / study / performance space, and is the communicating stair between the first and second floors
 - iv. The Learning Commons has been relocated so that it faces the entry to the Dining Commons. The PAT discussed the pros and cons of combining the Dining Commons, central stair and Learning Commons. The decision was unanimous to have separate spaces. Both the Learning Commons and Dining Commons will open on the shared central corridor.
 - c. Second Floor:

- i. Learning Centers on both floors and the four wings were re-design to include Extended Learning Areas to be used for independent study and breakout areas.
2. Fall Meeting Schedule will return to the 4th Wednesday of the month at 3:30 PM.
3. What to expect at the next PAT Meeting:
 - a. Review updated plans from comments received today.

ACTION ITEMS:

- 8-01 Prepare SD submission. (Brave Architecture)
- 8-02 Review and revise Pre-K and Kindergarten areas. (Brave/Architecture) **RESOLVED**
- 8-03 Provide update on Scout House. (Project Manager)
- 11-01 Explore the partial demolition of one of the existing classroom wings by eliminating the Guitar classroom and part of the Band Practice room. Further discussion with the Principal is needed to insure that adequate class space is provided for the construction duration. (Project Manager, Brave/Architecture)
- 11-02 Investigate placing additional administrative parking on the north side of the site, adjacent to the mechanical yard. **RESOLVED**
- 11-03 Issue revised Ed Specs to include a custodial restroom and locker facility. (HISD Planning) **RESOLVED**

NEXT MEETING: Wednesday, September 24, 2014 at 3:30 PM

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
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