



Minutes
2012 Bond Project Advisory Team (PAT) Meeting
Parker Elementary Music Magnet School

MEETING #: 15

LOCATION: Parker Elementary School

DATE / TIME: November 19, 2014, 3:30pm

ATTENDEES: **Lori Frodine**, Principal; **Greg Kabay**, Teacher; **Carol Kehlenbrink**, Teacher; **Alean Zufall**, School Secretary; **Kristell Nelson**, Teacher; **Cindy Chapman**, Community Member; **Josh Vanlandingham**, Community Member – Parent; **Christian Sheridan**, Brave/Architecture; **LaJuan Harris**, HISD – Planning; **Eric Ford**, HISD – Design; **Steven Redmond**, HISD – Program Manager (URS)

PURPOSE: The purpose of this meeting was to review and approve the Educational Specifications and review and update the PAT on progress of the project.

AGENDA:

- Introductions
- Review of Action Items from the meeting notes
- Review and approval of the Education Specifications
- What to expect at the next Project Advisory Team meeting

DISCUSSION:

1. The PAT has provided contact information to the Program Manager for the Scout House. The Program Manager has made contact with the District Legal department and they will be making proper contact and moving forward on the disposition of the structure.
2. The PAT inquired about the construction budget versus the program budget.
 - a. The Program Manager explained that the school's construction budget was \$17.5 M and the Program Budget was \$29.5 M. The PAT then inquired about how the non-construction monies were used. The Program Manager explained that there were funds for Program Management, Architectural Design fees, consulting costs for issues like hazardous materials investigations, geotechnical investigations, surveys and legal fees, if needed. There is also money in the Program Budget for Technology, Furniture, Moving, Printing, Library Books, and a contingency fund.
 - b. The PAT asked where the 2007 Bond money that Parker ES did not use was. They stated that the school and community have been told that HISD did not and would not roll over the remaining 2007 funds into the 2012 Bond money for Parker.
 - c. The PAT Community Member Chapman informed the PAT that people in the community have questions and concerns about the bond program based on the reputation of HISD with respect to other schools and communities in the District. The member read the newspaper article quote from Dr. Grier stating that Parker ES would finally get the performance space it deserves.



3. The project is currently in submission for Schematic Design approval. The project is 20% over budget for construction and the team is addressing efforts to bring the construction cost within budget. A meeting was held with the Architect and Bond Program management this past week, and the team is pursuing options for addressing the budget overage.
 - a. The plan is currently 5,000 square feet over the program. The overage is largely in the circulation and building support space, NOT the program area. The architect is working on scenarios that will reduce the overage by focusing on moving the mechanical (HVAC) equipment to the roof.
 - b. The PAT suggested that if program areas are of concern, the school could reduce the resource room allocation from 3 to 2; the Data Room can be removed from the program criteria; investigate combining the planning/group rooms for 2 grades in lieu of 1 per grade level.
 - c. The PAT was not opposed to finding areas of overlap in the program for spaces that might be combined for scheduled utilization.
4. The Planning Manager presented the "Final" Education Specification for Parker ES for approval and signature by the principal.
 - a. It was noted and discussed that certain areas of the program had been revised in the past PAT meetings, such as:
 - i. Pre-K and Kindergarten Learning Centers: upper and lower cabinet lengths can be limited to only what is needed around the sink; 12 linear feet of each is no longer a requirement.
 - ii. Grades 1 – 5 Learning Centers: No upper or lower cabinets will be provided; all storage will be owner furnished - owner installed
 - iii. Resource Rooms: These rooms do not require a divider wall between them and can be three individual rooms located in different areas of the building
 - iv. Self-Contained Learning Centers: The amount of upper and lower cabinets can match the Pre-K and Kindergarten rooms; the amount of millwork can be less than shown or not included if possible; sinks are to be located only in the shared restroom; learning center spaces do not require sinks; no operable partition is needed in one of the learning centers.
 - v. IT Room: located in the custodial area; per HISD comments this room is not needed in an elementary school; this space will be designated as an FCR.
 - vi. Custodial Locker Room: This space has been added to the programmed space.
 - vii. Community Room: A restroom has been added to this programmed space.
 - viii. The Parker PAT clarified that lunch service is a continuous 3 hour operation and does not necessarily follow the two or three phased lunch service schedule of most secondary schools.
 - ix. The PAT clarified that ALL music instrument rooms (violin, cello, guitar, etc.) are used continuously throughout the day. Ceiling heights in these instrument rooms need not be 16 to 18 feet high. 10 foot minimum will suffice; 12 feet exposed with proper acoustic treatment would be better. Band Rooms and Choral Rooms remain as specified.

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- x. The PAT clarified that the programmed self-contained rooms are sized appropriately for the students that will be using those spaces.
 - b. Principal Frodine signed the Educational Specifications. The specs will be dated December 1, 2014 in the event that adjustments are made during the Schematic Design evaluation.
 - c. The Education Specifications will be a living document and subject to adjustment as the project progresses.
5. Josh Vanlandingham, PAT member brought up concerns about the vertical vs. horizontal window arrangement in the learning centers. Ms. Frodine stated that vertical windows are at Kennedy Elementary and they work well. The architect added that without the casework requirements of traditional classrooms, and mobile furniture applications to the learning centers, the vertical windows support the broader wall areas for instructors to utilize in their teaching methodology.
6. The group discussed the next Community Meeting. The Program Manager suggested combining the PAT and Community Meeting dates to the same day, having the PAT meeting at 4:00 PM on the 15th of December, allowing the members to rehearse and prepare for our presentation. This community meeting is meant to present the final schematic design to the public.

ACTION ITEMS:

8-01 Provide update on Scout House. (Project Manager) **PROGRESS – See Item 1**

WHAT TO EXPECT AT THE NEXT PAT MEETING:

- 1. Review the approved Schematic Design package.
- 2. Prepare for speaking roles at the Community Meeting.

NEXT PAT MEETING:

The next meeting will be on Monday, December 15, 2014 at 4:00 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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