



Minutes 2012 Bond Project Advisory Team (PAT) Meeting Pilgrim Academy

MEETING #: 2

LOCATION: Pilgrim Academy K-8

DATE / TIME: October 7, 2014 4:00 pm

ATTENDEES: (those marked with a check were present)

| | | | | | |
|-------------------------------------|----------------|------------------|-------------------------------------|-----------------|---------------------|
| <input checked="" type="checkbox"/> | Diana Castillo | Principal | <input checked="" type="checkbox"/> | Tom Davies | Teacher |
| <input checked="" type="checkbox"/> | Andrew Casler | Dean of Students | <input checked="" type="checkbox"/> | Carrie Flores | Assistant Principal |
| <input checked="" type="checkbox"/> | Jim Teater | Community | <input checked="" type="checkbox"/> | Romerico Romero | Teacher |
| <input checked="" type="checkbox"/> | Andrew Camann | Teacher | <input checked="" type="checkbox"/> | Region Hunter | Parent |
| <input checked="" type="checkbox"/> | Edna Chible | Parent | <input type="checkbox"/> | Clay Clayton | HISD |
| <input checked="" type="checkbox"/> | David Funk | HISD | <input checked="" type="checkbox"/> | Albert Wong | HISD |
| <input type="checkbox"/> | | | <input type="checkbox"/> | | |

PURPOSE: Discuss Pilgrim Academy’s “Guiding Principles” and Capacity Model.

AGENDA:

- Review, discuss and approve the School’s Guiding Principles
- Review the School’s current education program vs. HISD Capacity Model for K-8 schools
- Schedule future User Group Meetings
- What to expect at the next PAT Meeting

DISCUSSION:

1. Since David Funk was not present at the PAT’s kickoff meeting, he introduced himself to the PAT and explained his role. Region Hunter was also introduced by Principal Castillo as a parent and new member of the PAT. He was associated with the original Pilgrim ES when it was located on Richmond Avenue.
2. Mr. Funk explained that we were gathered together about 12 months earlier than originally scheduled by the 2012 Bond Program, due to escalating construction costs and the potential for starting construction earlier to capitalize on possible savings if construction costs continue to rise.
3. Mr. Funk held a brief discussion regarding the Pilgrim Academy “Guiding Principles” as a review of the discussion from the first PAT meeting. The team discussed who these principles are for and how they would be used to make design decisions as the Project progresses had been important considerations.



The PAT had been asked to “brainstorm” for common themes with other schools as well as any unique ones that applied to their school only.

4. The PAT group passed out copies of their draft Guiding Principles for review and consideration. After evaluation of each proposed principle and the proposed combination of some with similar statements, a final list was assembled for further assessment by Ms. Flores. These should be sent to Mr. Funk for further input and suggestions before finalizing.
5. Discussion about the current capacity model indicated that the current student enrollment was 1139 last year and 1152 students this year.
 - a. The elementary school grade levels are not as flexible as a high school due to the age levels involved. There is typically a higher utilization factor for elementary schools, according to the PAT.
 - b. There are not many out-of-neighborhood students attending Pilgrim Academy, with some several “zoned” students being turned away because the enrollment is capped. The school serves a very dense neighborhood population.
 - c. There is some “run off” of students at the middle grade levels, but less than a typical middle school. The Principle stated that many of the Middle School children are older siblings of an Elementary School student.
 - d. There are currently 2 classes of Pre-K, and the Principal stated they are turning away approximately 150 Pre-K kids each year. There are 5 Kindergarten classes, with about 27 kids per class; 6 classes for each grade 1 through 6; 5 classes for the 7th and 8th grades respectively. There is 1 Special Ed. (PPCD) Early Childhood class with 12 students and Pilgrim does not currently have a separate special education room for the middle school grade levels.
 - e. The current T-Buildings on campus are landlocked but serve most of the upper grade levels.
6. One of the current programs mentioned is “Super Kids”, a coach passenger bus that stops by and sets up in the front of the school on a regular basis and provides health and medical services to the local community and school students.
7. Ms. Diana Gibson Johnson was mentioned as the new School Support Officer (SSO).

QUESTIONS/ANSWERS:

- a. According to Principal Castillo, Pilgrim Academy was designed as an elementary school but opened as a K-8 school. The typical K-8 school has an enrollment of 750 – 900 students. Their current enrollment has been over 1,000 students for several years already. What was Pilgrim designed for, capacity-wise, in the 2007 HISD Bond Program? *The estimated capacity for Pilgrim was based upon a demographer’s evaluation of the surrounding community and future projections for the student population as part of the HISD Magellan Report.*
- b. It’s more expensive to educate middle school students, according to one PAT member. Grady Middle School was mentioned as an example, having a larger budget, even though it was just a middle school. The perception was that Grady MS received twice as much construction funding than Pilgrim Academy. How were funds for construction allocated? *The response by Mr. Funk was that the funds are allocated as a “fixed” amount per student, on a square foot basis, with no distinction made between elementary school or middle school facilities. This was based upon a formula of 140 SF per student X \$160/SF. However, renovation amounts were less and were based upon a facility assessment performed by Parsons as part of the development of project budgets for the 2012 Bond program.*

ACTION ITEMS:

- 2-1 Schedule a meeting(s) to complete and approve the Pilgrim Academy Capacity Model. (Wong, Funk)

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WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Begin reviewing for Space Requirements and introducing Space Descriptions

NEXT PAT MEETING: Tuesday, November 4, 2014 4:00 pm, Pilgrim Academy

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

Sincerely,

Albert Wong, AIA
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