



**Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting**  
**Mark White Elementary School**

**MEETING #:** 19

**LOCATION:** Pilgrim Academy

**DATE / TIME:** April 28, 2015, 3:45pm

**ATTENDEES:** (those marked with a check were present)

	Diana Castillo	Principal – Pilgrim Aca.
	Peter Heinze	Principal - Briar Meadow
	Alexander Rodriguez	Principal – Emerson ES
	Bobby Swaby	Principal – Piney Point ES
✓	Carrie Flores	Asst. Principal - Pilgrim Aca.
	Jeanine Jordan	Asst. Principal – Briar Grove
✓	James Metoyer	HISD-Director-School Off.
	Meredith Davis	Teacher - Briar Meadow
	Jamie Dybala	Teacher - Briar Meadow
✓	Marcie Sandell	Teacher – Piney Point ES
✓	Becky Luman	Parent – Briar Grove ES
	Martha Mireles	Parent – Pilgrim Academy

	Dan Bankhead	HISD Fac. Design
	Sue Robertson	HISD Fac. Planning
	John Thomas	P2MG Construction
	Clay Clayton	HISD Fac. Planning
	LaJuan Harris	HISD Fac. Planning
	Bob Meyers	HISD Fac. Design
	Andreas Peebles	HISD Fac. Construction
	Matisia Hollingsworth	HISD Fac. Construction
✓	Brian Alling	HISD PM
✓	Kathleen English	English & Assoc.
✓	Hopper, David	English & Assoc.
✓	Adams, Jon	English & Assoc.

**PURPOSE:** The purpose of the meeting was to discuss and review the progress of the project design with the Project Advisory Team (PAT).

**AGENDA:**

- Project design updates
- What to expect at the next PAT meeting
- Questions and Answers

**DISCUSSION:**

1. Brian Alling, Project Manager for HISD Bond Program office, welcomed attendees and thanked them for their participation in the project.
2. Mr. Alling introduced Ms. Kathleen English and Mr. Jon Adams of English & Associates Architects who provided a summary review of the project design for meeting attendees who had not been able to see other recent PAT presentations.
3. Mr. Alling informed attendees the project construction documents had been issued for contractor and vendor pricing. The Construction Manager at Risk contractor is scheduled to receive price quotes on May 12, 2015.
4. Mr. Alling also shared the early road and storm sewer package contractor has re-mobilized and is beginning work again on the site with an approved permit.



#### QUESTIONS AND ANSWERS:

1. One of the PAT members asked if HISD had developed a curriculum for using the school building as a teaching tool at any other campuses and indicated she was interested in developing this for the campus if HISD would be interested. Mr. Metoyer of HISD's School Support offices noted either Ms. Teresa Phillips (HISD's elementary science curriculum manager) or Mr. Joshua Udy (HISD's elementary math curriculum manager) are the suggested HISD contacts who may have this information. Brian Alling agreed to reach out to these HISD staff members for assistance in developing this curriculum for the Mark White Elementary campus.
2. The PAT also asked to confirm if and where a touchscreen computer monitor may be placed to allow for the public and students to access interactive software monitoring campus utility usage, etc. Meeting attendees agreed to locate this touch screen monitor on one of the walls at the main first floor corridor intersection to be visible to the parents, students and general public when visiting the school.
3. One PAT member asked if a walking track would be provided as part of the project construction scope. Mr. Alling indicated there is no walking track planned for the construction project but several locations exist on campus where a track could be constructed in the future.
4. A question was asked regarding the campus design capacity and how the project design would allow for future expansion for more classrooms when needed. The architect team shared there is a portion of the northeast campus where they have master planned for such a possible future addition.
5. When asked about the science and art courtyard, the architects shared this area is not scheduled for concrete paving but could be added later if project pricing is within budget.
6. Mr. Metoyer, HISD school support office Director, inquired if the building finishes are similar to other HISD newer facilities. Mr. Alling and the architect team shared a great amount of care has gone into the design and coordination with the contractors for design costs. For example, rather than specifying traditional vinyl floor tile in corridors, the designers are using a polished concrete with aggregate added. This is an example where the building is used to reinforce the project guiding principal to emphasize nature with materials selection. Elements such as this are used at other HISD campuses and are being selected for the Mark White Elementary project as both economical to construct and provide a quality long-term design solution.

#### WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. The design team and HISD will provide a construction status and project schedule update.

**NEXT PAT MEETING:** Monday, May 18, 2015 at 3:45 pm, at 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,

**Brian S. Alling**  
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