



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

**MEETING #:** 16

**LOCATION:** Pilgrim Academy

**DATE / TIME:** December 15, 2014, 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
	Gloria Barrera	HISD Fac. Design
	Clay Clayton	HISD Fac. Planning
✓	LaJuan Harris	HISD Fac. Planning
	Bob Meyers	HISD Fac. Design
	Andreas Peebles	HISD Fac. Construction
	Kedrick Wright	HISD Fac. Design
✓	Brian Alling	HISD PM
✓	Kathleen English	English & Assoc.
✓	Richard Rodriguez	English & Assoc.

**PURPOSE:** The purpose of the meeting was to discuss and review the progress of the project design.

**AGENDA:**

- Review floor plan and site plan updates
- Storm water resolution update and status of early site construction package progress
- Review of rendered interior views of proposed spaces and finishes
- Discuss ideas for using the building as a teaching tool
- What to expect at the next PAT meeting

**DISCUSSION:**

1. Brian Alling, Project Manager for HISD Bond Program office, welcomed attendees.
2. Richard Rodriguez of English & Associates Architects (EAA) presented the floor plans and site plan images as a review of previously presented design documents.
3. Mr. Rodriguez shared that the early site road and storm drainage project was priced and contract signed with contractor who has since mobilized and began working on site. Several photos of the site with materials delivered and work in progress were shown to the PAT attendees.
4. In response to October PAT meeting request for information on planned drinking fountain locations, Mr. Rodriguez showed a floor plan showing where these fountains would be located around the campus including inside the dining and multi-purpose rooms, main corridors and in the larger extended learning areas in the building classroom clusters. It was noted the design team was planning to use fountains which could provide an additional taller spout to allow students to fill their water bottles.



5. Mr. Rodriguez shared several images of computer-rendered views of what the interior of the new school may look like. These images were created using materials and colors selected at previous PAT meeting. Some comments/suggestions made regarding these were:
  - a. The restroom areas in the corridors were shown.
    - i. The overall open feel of the space was liked by PAT members.
    - ii. The rendering views shown show a large painted graphic text saying “girls” and “boys” on the walls outside the restrooms.
      1. A concern was raised for the yearly maintenance and repainting walls and concern these painted text letters would be difficult to keep and maintain.
      2. Recommendation was made to either create the signage in plastic laminate signage or create a reveal in the wall around the graphics to allow painting to be done around and up to the reveal.
  - b. The view of the upstairs student casual reading area (referred to as the “treehouse”) was shared.
    - i. It was noted some wall graphics or different paint color may be needed.
    - ii. The wood veneer laminate on the walls around the elevator shaft were liked as were the ‘green leaf-shaped’ ceiling hung structures.
    - iii. A low ‘bench’ along the wall was suggested as a place where students could sit and allow for pillows or other reading-friendly furnishings to be added to compliment the space.
    - iv. The lower height and small windows viewing from the “treehouse” into the dining area below were also liked by PAT members.
  - c. The Registrar’s office location was discussed and PAT attendees noted a preference to have this person in the same area as the Principal and Secretary. To do this, the architect team will modify the floor plan layout. A revised layout will be shared with the PAT and HISD Design/Planning staff for their review and input prior to January’s PAT meeting.
  - d. The main Reception area views resulted in several comments and discussion regarding safety and access of visitors and staff to one another.
    - i. The reception counter material configuration should be changed to omit ‘horizontal’ decorative elements in the base cabinet below the entry counter.
    - ii. The reception counter and higher writing shelf corners need to have rounded corners to minimize safety issues with smaller children walking around these.
    - iii. The reception counter should have a wall/door to minimize visitors walking around to the staff seating and risk a safety concern.
    - iv. Signage or graphics should be added in the reception area to improve way-finding to Registration, Reception, etc. for visitors and others.
    - v. Additional lighting at the reception desk was recommended.
6. Because not all of the PAT members were able to attend this month’s meeting and participate in the discussions, the PAT and architect team agreed the next meeting’s agenda should include discussion about other opportunities for the building to provide areas for ‘teaching tools’ including exterior and interior design ideas.

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

1. The design team and HISD will provide design status as well as a construction status updates.
2. The architects will present design ideas being developed from this December PAT meeting notes.

#### **HOUSTON INDEPENDENT SCHOOL DISTRICT**

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**NEXT PAT MEETING:** Monday, January 19, 2015; at 3:45 pm, at Pilgrim Academy (Subsequently cancelled due to Martin Luther King holiday. Next meeting TBD.)

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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