



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

MEETING #: 25

LOCATION: Briar Meadow Charter School - HISD

DATE / TIME: December 16, 2015, 3:45pm

ATTENDEES: (those marked with a check were present)

	Diana Castillo	Principal – Pilgrim Academy
✓	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
	Samuel Sarabia	HISD CSO
	Steven Gutierrez	HISD SSO
	Carlos Ramirez	HISD SSO

	Dan Bankhead	HISD Fac. Design
	Todd Hamby	Division One Const.
	John Thomas	P2MG Construction
	Clay Clayton	HISD Fac. Planning
	LaJuan Harris	HISD Fac. Planning
✓	Lisa Hernandez	Mark White Principal
	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.
	Mark Smith	HISD
	Dinah Wiafe	HISD Fac. Construction

PURPOSE: The purpose of the meeting was to discuss and review the status of the project construction.

AGENDA:

- Project construction update
- What to expect at the next Project Advisory Team (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 shared with the PAT member attendees the meeting agenda would include a brief status update of construction progress of the project. Mr. Alling presented photo illustrations of recent construction work at the project site. The construction progress update since the last PAT meeting included:
 - a. Contractors are installing the underground plumbing and electrical lines located in the dining and kitchen area of the building.
 - b. The remaining first level floor slab is being prepared for concrete forms and scheduled to be placed by the first of the new year.



- c. The remaining portion of teacher parking lot and fire lane turn-around pavement is being prepared and scheduled to be placed by the first of the new year.
 - d. Site storm drain lines are being completed and the large main line sections are being placed and expected to be complete by the first of the new year.
 - e. The second site roadway preparation and main site entry drive is being prepared for concrete placement and expected to be complete prior to the next month's January PAT meeting.
3. Principal Hernandez indicated the campus will be a French immersion campus and will begin with two lower grade levels of French immersion and French speaking curriculum.
 4. Principal Hernandez informed the PAT attendees the school zoning and student recruitment will begin in late January after the construction project and progress is confirmed.

QUESTIONS AND ANSWERS:

None

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. A construction progress update will be presented.
2. The next meeting will be held at Briarmeadow Charter School and the meeting time was agreed to be modified to 4:00pm to better coordinate with the campus' dismissal and site traffic.

NEXT PAT MEETING: Monday, January 18, 2016 at 4:00 pm, at Briarmeadow Charter School.

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

Sr. Project Manager

HISD – Construction & Facility Services

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