



**Meeting Minutes**  
**2012 Bond Project Advisory Team (PAT) Meeting #15**  
**Scarborough High School**

**PAT MEETING #:** 15

**LOCATION:** Scarborough High School

**DATE / TIME:** March 23, 2016 3:30pm

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

Present ?	NAME	ORGANIZATION / ROLE	Present ?	NAME	ORGANIZATION / ROLE
✓	Dr. Diego Linares	Principal	✓	LaJuan Harris	CFS Facilities Planner
✓	Omari R. Issa	Assistant Principal		Bob Myers	CFS Facilities Design Manager
	Stella Cunningham	Classroom Teacher	✓	Mel Butler	CFS Program Director
	John Feitshans	Classroom Teacher	✓	Christel Coleman	CFS Program Manager
	Jacqueline McWilliams	Classroom Teacher	✓	Michael Porterfield	Randall-Porterfield Architects
	Robin Nuber	Classroom Teacher		Carrie Sheldon	Randall-Porterfield Architects
	Dr. Kristen Craft	HISD, SSO		Xavier Vargas	Randall-Porterfield Architects
	Lee Mashburn	School-Based Staff	✓	Jim Helm	Randall-Porterfield Architects
	Josie Cavazos	Non-Instructional Staff		Jason Spencer	HISD, Chief of Staff
✓	Esther McMillan	Non-Instructional Staff		William Allen	Band/Choir Director
	Mary Thurman	Community Member		Rick Parker	Sr. JROTC Instructor
	Keisha Roberts	Parent		Marissa C.H.	Dance Director
	Rebecca Janacek	Parent			



## **AGENDA:**

- Welcome & Introductions
- Schematic Design Progress Update by Randall-Porterfield
- Next Steps
- Questions / Open Discussion
- Next PAT Meeting – February 18, 2016, 3:30pm

## **DISCUSSION:**

1. HISD Program Manager, Christel Coleman, opened the meeting with welcome and introductions.
  - a. She discussed the proposed construction schedule and contacting Ms. McMillian, PAT member, to schedule future PAT meeting dates.
2. Mr. Issa, Assistant Principal and PAT member, asked if other items to be renovated would be completed at the same time as the construction of the JROTC & Performing Arts Building.
  - a. Ms. Coleman responded, "Yes," and that phasing of work would be finalized once a general contractor is selected.
3. Principal Linares mentioned that it was his preference for all the fencing to be wrought iron vs. chain link.
  - a. Ms. Coleman responded that she would confirm if the budget could absorb replacement of chain link fencing on the perimeter to wrought iron fencing.
4. Principal Linares asked if all the items from the priority list were incorporated into the project.
  - a. Ms. Coleman confirmed that all scope items were included.
5. Mel Butler, HISD Program Manager, discussed the importance of using products that meet all the needs for school safety and durability. If the budget can accommodate, he mentioned specifying 8'-0" wrought iron fencing instead of 6'-0".
6. The PAT members discussed the following changes to be made to the floor plans:
  - a. Move the Science Lab 118 upstairs and utilize this space as the Art Room.
  - b. Use the current Art Room 436 as the Weight Room.
  - c. The vacant weight room area can be utilized as athletics offices or storage space.
  - d. Modernize and refurbish Science Lab 220.
7. Ms. Coleman will follow up with Ms. McMillian to confirm a date for the May PAT Meeting.
  - a. The principal and PAT members confirmed there would not be an April PAT meeting.
8. Ms. Coleman will coordinate a meeting with R&P and the HISD Athletics group to review drawings and ensure compliance with Title 9.
9. The meeting adjourned.



**ACTION ITEMS:**

- 12-01 Consider retaining at least two portables for Storage. Action: R-PA
- 12-03 Mel Butler requested images / product info for Sound & Sun-Screen mounted to interior of beam from Architect. Action: R-PA.
- 12-07 Meeting with librarian to discuss quantity of stacks based on proposed window wall that was approved by PAT. Action: Architect to calculate LF quantity of stacks existing and proposed. Action: Meeting with Librarian (as Dept. Head) and R-PA
- 12-08 Meeting is required to select color scheme for each Learning Community. Action: R-PA and PAT.
- 12-09 Confirmation of color palette for auditorium is required. Action: R-PA and PAT.
- 12-10 Logo for weight room wall – Ms. Tieu will send .jpg file of new logo to Xavier Vargas, Project Architect, R-PA.

**NEXT PAT MEETING:** May 16, 2016 (3:30 pm) at Scarborough HS.

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

1. Review Design Development Design progress from A/E.

*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.*

Best regards,

**Christel Coleman**

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