



Meeting Minutes
2012 Bond Project Advisory Team (PAT) Meeting #8
Scarborough High School

PAT MEETING #: 8

LOCATION: Scarborough High School

DATE / TIME: June 24, 2015, 3:30pm

ATTENDEES: (those marked with a check were present)

Present ?	NAME	ORGANIZATION / ROLE	Present ?	NAME	ORGANIZATION / ROLE
✓	Dr. Diego Linares	Principal	✓	Keisha Roberts	Parent
✓	Omari R. Issa	Assistant Principal		Rebecca Janacek	Parent
	Stella Cunningham	Classroom Teacher	✓	Lajuan Harris	CFS Facilities Planner
	John Feitshans	Classroom Teacher	✓	Mel Butler	CFS Program Manager
✓	Jacqueline McWilliams	Classroom Teacher	✓	Christel Coleman	CFS Program Manager
	Robin Nuber	Classroom Teacher	✓	Michael Porterfield	Randall-Porterfield Architects
✓	Phuong Tieu	School-Based Staff	✓	Carrie Sheldon	Randall-Porterfield Architects
✓	Lee Mashburn	School-Based Staff	✓	Xavier Vargas	Randall-Porterfield Architects
	Josie Cavazos	Non-Instructional Staff	✓	Dinah Eghan-Wiafe	CFS Senior Design Manager
✓	Esther McMillan	Non-Instructional Staff			
	Mary Thurman	Community Member			



AGENDA:

- Welcome & Introductions
- Schematic Design Progress Update by Randall-Porterfield
- Next Steps
- Questions / Open Discussion
- Next PAT Meeting – July 16, 2015 @2:30pm

DISCUSSION:

1. The meeting began with Christel Coleman, HISD Program Manager, briefly reviewing the agenda.
2. Mike Porterfield, Randall-Porterfield Architects, introduced his team and begins the presentations.
3. Carrie Sheldon, Randall-Porterfield, started with reviewing the Site Plan and describing the Priority List items that will be completed.
4. Principal Linares mentioned that we need to speak with Mike Webster, HISD Career Readiness, to coordinate how the needs of the HVAC CTE program will be implemented into the design.
 - a. Christel Coleman, HISD, responded that she will follow up with Mike Webster.
5. The Randall-Porterfield team then addressed the renovations and upgrades that will be completed on the interiors of Buildings 1,2, and 3 and asked what are good locations for the Genius Bars throughout the school.
 - a. The PAT selected various locations throughout the school to remove lockers and incorporate the Genius Bars which consist of options to have alcove areas to display work, areas for students to gather, and areas for students to work on assignments and study.
 - b. Randall-Porterfield noted each location selected by the PAT and will update the layout to review at the next PAT Meeting.
6. Randall-Porterfield developed three different designs for the proposed Welcome Center and three different designs for the new JROTC/Music & Arts Building based on comments made by the PAT.
 - a. The PAT reviewed the three versions presented and selected Version 1 of the Welcome Center and Version 3 of the JROTC/Music & Arts Building.
 - b. Randall-Porterfield noted the PAT's selection and will update the design to review at the next PAT Meeting.
7. Principal Linares mentioned that security gates need to be installed prior to school start to meet the HISD Risk Management standards. He also noted that storage will be needed for the items in the space that is for the HVAC CTE as this program will start August 2015.
 - a. Christel Coleman, HISD Program Manager, confirmed that she will work on getting gates installed and temporary storage onsite to accommodate their needs.
 - b. Randall-Porterfield will also prepare drawings for the gates to be installed.
8. The PAT confirmed that the PAT Meeting date of July 16th at 2:30 pm is acceptable, and a mid-September Community Meeting is preferred.
 - a. Christel, HISD, noted this and will send information to HISD Communications.
9. The meeting adjourned.



ACTION ITEMS:

4-1 Incorporate comments from PAT into Schematic design

NEXT PAT MEETING: Thursday, July 16, 2015, 2:30 pm

WHAT TO EXPECT AT THE NEXT PAT MEETING:

1. Review Schematic 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

Program Manager

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