MEETING NO.: 009  
LOCATION: Waltrip High School, College Prep Room  
DATE / TIME: January 27, 4:30-6:30pm  
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;  
PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

|----------------------------------------|---------------------|----------------------------------|-------------------|---------------------|-------------------|------------|---------------------|-------------|

AGENDA ITEMS:  
- Review progress with Milestone Schedule  
- 2007 Bond Project Update/Summer Package  
- Design Charrette Outline/Discussion, January 29, and 30.  
- Determine action items to complete before next meeting.  
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)  
- What to expect at next Project Advisory Team meeting.

NOTES:  
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule  
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.  
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century learning environment.

|----------------------------------------|---------------------|----------------------------------|-------------------|---------------------|-------------------|------------|---------------------|-------------|

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

• HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

• Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cngcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick.
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes

Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcy, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;
PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
MEETING NO.: 009  
LOCATION: Waltrip High School, College Prep Room  
DATE / TIME: January 27, 4:30-6:30pm  
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;  
PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

|----------------------------------------|----------------------|----------------------------------|--------------------|----------------------|--------------------|------------|----------------------|--------------|

AGENDA ITEMS:  
- Review progress with Milestone Schedule  
- 2007 Bond Project Update/Summer Package  
- Design Charrette Outline/Discussion, January 29, and 30.  
- Determine action items to complete before next meeting.  
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)  
- What to expect at next Project Advisory Team meeting.

NOTES:  
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule  
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.  
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

|----------------------------------------|----------------------|----------------------------------|-------------------|---------------------|-------------------|-----------|-------------------|-------------|

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt, HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick after five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes  
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcya, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcy, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

• HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

• Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org
Project Advisory Team Meeting Minutes
Waltrip High School

MEETING NO.: 009
LOCATION: Waltrip High School, College Prep Room
DATE / TIME: January 27, 4:30-6:30pm
ATTENDEES: Bill Chambers, CMAR Contractor; Catherine Clay, Teacher; Daisy Cnagcyaa, Student HOSA; Dr. Enloe, Waltrip Alumni; Jesse Espinosa, Band Director; Scott Fendrick, HISD Project Manager; Steve Hoyt; HISD Sr. Project Manager; Mary Gibson, Teacher/Alumni; Kimberly Hickson, Gensler Architects; Cynthia Krohn; Staff Member; Nina Murrell, Gensler Architects; Jeff Turner, Staff Member; Elizabeth Villareal, Parent; Stephanie Witherspoon, Teacher;

PURPOSE: The purpose of this meeting was to discuss 21st Century Learning and review photos provided by those who attended the site tours in Seattle Washington. Many of these ideas could be considered and incorporated into the Waltrip HS 21st century leaning environment.

AGENDA ITEMS:
- Review progress with Milestone Schedule
- 2007 Bond Project Update/Summer Package
- Design Charrette Outline/Discussion, January 29, and 30.
- Determine action items to complete before next meeting.
- Next Project Advisory Team meeting March 24, 2014, 4:30pm (4th Monday)
- What to expect at next Project Advisory Team meeting.

NOTES:
1. Mr. Scott Fendrick opened the meeting with a review of the milestone schedule
2. Scott also reviewed the 2007 Bond Project and relayed that a mini project is being prepared with a construction start near the end of the school year. This is to avoid disrupting classes and allow time for the documents to be prepared in a thoughtful manner and verify inclusion in the upcoming 2012 project.
3. A question was asked about items previously under construction still being incomplete. Scott Fendrick responded that incomplete work identified in the contract documents will be completed. He also offered to evaluate work to determine what scope it could be attributed to. If the scope is identified as incomplete he will assist in getting it completed. If the work is not in the contract documents we will look into alternative resolutions.
ACTION ITEMS:

- HISD Facilities Planning to arrange tours to other facilities.

NEXT MEETING:

- Presentation of more developed design and scope concepts as by Gensler Architects.

Please review the meeting minutes and submit any changes or corrections to Scott Fendrick. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,
Scott Fendrick
Project Manager
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9322
sfendric@houstonisd.org